



RICHLAND COUNTY COUNCIL

ADMINISTRATION AND FINANCE COMMITTEE

Joyce Dickerson	Paul Livingston	Greg Pearce (Chair)	Jim Manning	Kelvin Washington
District 2	District 4	District 6	District 8	District 10

**OCTOBER 28, 2014
6:00 PM**

2020 Hampton Street

CALL TO ORDER

APPROVAL OF MINUTES

1. Regular Session: September 23, 2014 **[PAGES 3-8]**

ADOPTION OF AGENDA

ITEMS FOR ACTION

2. Animal Care - Intergovernmental Governmental Agreement with Town of Arcadia Lakes **[PAGES 9-18]**
3. Richland County Sheriff's Department (RCSD) Sole Source Purchase Leica Comparison Microscope **[PAGES 19-29]**

4. Professional Services / Airport Work Authorizations 6 & 7 [**PAGES 30-40**]
5. Professional Services / Airport Work Authorizations 5 (Amendment 1) & 8 [**PAGES 41-52**]
6. Construction Contract Award / Airport Stream and Wetland Mitigation project [**PAGES 53-60**]
7. Professional Services / Stormwater Management Work Authorization 9 [**PAGES 61-75**]
8. Budget Amendment – Grant Match [**PAGES 76-80**]
9. Extension of ACH Chemical Supply Contract-Utilities Broad River WWTF [**PAGES 81-91**]
10. Coroner-Purchase of Three 2015 Chevy Tahoes [**PAGES 92-94**]
11. Ordinance amending Hospitality Tax Ordinance so as to delete historical disbursement references and inaccurate language and clarifying base amounts for Ordinance Agencies for annual budget discussions [**PAGES 95-107**]
12. Sale of Property to the South Carolina Department of Transportation [**PAGES 108-118**]
13. Bidding Opportunities for Richland County Businesses [**PAGES 119-123**]
14. Employee Benefits Package Comparison [**PAGES 124-134**]

ITEMS PENDING ANALYSIS: NO ACTION REQUIRED

15. Establish a Budget Committee [**PAGE 137**]
16. Renewal of Operating Agreement between Richland County and Columbia Rowing Club and Short-Term Proposal Directives for Site [**PAGE 136**]

ADJOURNMENT



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 Request of Action

Subject

Regular Session: September 23, 2014 [PAGES 3-8]

Reviews

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

ADMINISTRATION AND FINANCE COMMITTEE

September 23, 2014
6:00 PM
Council Chambers

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

CALL TO ORDER

Mr. Pearce called the meeting to order at approximately 6:02 PM

APPROVAL OF MINUTES

July 22, 2014 – Ms. Dickerson moved, seconded by Mr. Livingston, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

Ms. Dickerson moved, seconded by Mr. Livingston, to adopt the agenda as published. The vote in favor was unanimous.

ITEMS FOR ACTION

Public Works – Approval of Maintenance Contract – Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to award the maintenance contract to NaturChem, Inc. in the amount of \$137,097.98.

Mr. Washington inquired about the scope of services included in the contract.

Mr. Malinowski inquired about the location of the ditches that are to be maintained.

Mr. Epps is to review the list of ditches to insure that none are privately owned.

The vote in favor was unanimous.

Public Works – Authorization to Purchase a Tymco 500X Street Sweeper – Mr. Washington moved, seconded by Ms. Dickerson, to defer this item. The vote in favor was unanimous.

United Way of the Midlands – Temporary Use of Space at the Health Department for the Optometry Clinic – Ms. Dickerson moved, seconded by Mr. Washington, to forward to Council with a recommendation to approve the ordinance and lease. The vote in favor was unanimous.



Committee Members Present

Greg Pearce, Chair
District Six

Joyce Dickerson
District Two

Paul Livingston
District Four

Jim Manning
District Eight

Kelvin E. Washington, Sr.
District Ten

Others Present:

Norman Jackson
Bill Malinowski
Torrey Rush
Tony McDonald
Sparty Hammett
John Hixon
Warren Harley
Sara Salley
Brandon Madden
Brad Farrar
Daniel Driggers
Larry Smith
Quinton Epps
Geo Price
Cheryl Patrick
Sandra Haynes
John Hopkins
Dwight Hanna
Monique Walters
Michelle Onley
Monique McDaniels

Item# 1

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

Administration and Finance Committee
Tuesday, September 23, 2014
Page Two



Palmetto Capital City Classic Funding Request – Mr. Washington moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation for approval.

Mr. Livingston made a substitute motion, seconded by Ms. Dickerson, to forward to Council without a recommendation. The vote was in favor.

Famously Hot New Year Celebration Funding Request – Mr. Washington moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation for approval.

Mr. Livingston made a substitute motion, seconded by Ms. Dickerson, to forward to Council without a recommendation. The vote was in favor.

Palmetto Health JEDA Bond Issuance – Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to support the County's issuance of the Bonds by JEDA for the benefit of Palmetto Health as required by the Enabling Act and to hold a joint public hearing with JEDA in connection with the Bonds. The vote in favor was unanimous.

Animal Care – Intergovernmental Agreement with Town of Arcadia Lakes – Ms. Dickerson moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the IGA with the Town of Arcadia Lakes. A discussion took place.

Mr. Manning made a substitute motion, seconded by Mr. Washington, to hold this item in committee until Legal can discuss the requested changes to the IGA with the Town of Arcadia Lakes. The vote in favor was unanimous.

Resolution to Distribute \$7,690.39 in Federal Forestry Funds – Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the resolution allocation \$7,690.39, of which 50% (\$3,845.20) will be apportioned to public schools, and the remaining 50% (\$3,845.19) for the construction and/or improvement of public roads.

A discussion took place regarding the distribution of the funds.

Mr. Washington made a substitute motion, seconded by Ms. Dickerson, to forward to Council with a recommendation to designate \$7,690.39 to be utilized for improvements on public roads. The substitute motion failed.

The vote was in favor of the motion to approve the resolution.

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

Administration and Finance Committee
Tuesday, September 23, 2014
Page Three



Ordinance Amending Hospitality Tax Ordinance so as to add the Township Auditorium as an HTax Ordinance Agency – A discussion took place.

POINT OF ORDER – Mr. Livingston stated that the only thing before the committee is to add the Township Auditorium to the ordinance.

Mr. Livingston moved, seconded by Mr. Manning, to forward to Council with a recommendation to add the Township Auditorium to the Hospitality Tax Ordinance.

Mr. Pearce accepted Mr. Livingston's Point of Order and motion. Any additional work on this item will have to be brought back to Committee.

Mr. McDonald stated that during the budget process Council voted to fund the Township Auditorium at a certain dollar amount and to add the Township Auditorium as an Ordinance Agency in the Hospitality Tax.

Mr. Livingston moved, seconded by Ms. Dickerson, to call for the question. The vote was in favor.

The vote was in favor of the motion to forward a recommendation to Council to add the Township Auditorium to the Hospitality Tax Ordinance and to bring back a separate ROA to address any additional changes to the Hospitality Tax Ordinance.

Renewal of Iron Mountain Contract for the County's Records Storage and Records Management Services – Mr. Manning moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to renew the contract with Iron Mountain, Inc., which will yield approximately \$30,000 annually in savings, to ensure that County Office have secure, off-site storage and related services for their records. The vote in favor was unanimous.

POINT OF PERSONAL PRIVILEGE – Mr. Washington recognized that Mr. Tony Magwood was in the audience.

Changes to Teleworking and Alternative Work Schedules in Handbook as it Relates to Supervisory Personnel – Mr. Manning moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the requested changes to the Richland County Employee Handbook as outlined effective January 1, 2015.

Mr. Livingston requested that those individuals that report directly to Council request alternative work schedules in writing to Council.

The vote in favor was unanimous.

Establish a Budget Committee – Mr. Washington moved, seconded by Mr. Manning, to hold in committee. The vote in favor was unanimous.

Item# 1

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

Administration and Finance Committee
Tuesday, September 23, 2014
Page Four

ITEMS PENDING ANALYSIS

Renewal of Operating Agreement between Richland County and Columbia Rowing Club and Short-Term Proposal Directives for Site - This item was held in committee.

ADJOURNMENT

The meeting adjourned at approximately 6:53 PM



Richland County Council Request of Action

Subject

Animal Care - Intergovernmental Governmental Agreement with Town of Arcadia Lakes [PAGES 9-18]

Reviews

Richland County Council Request of Action

Subject: Animal Care - Intergovernmental Governmental Agreement with Town of Arcadia Lakes

A. Purpose

County Council is requested to approve the new intergovernmental agreement (IGA) with the Town of Arcadia Lakes (Arcadia Lakes). This IGA will replace the agreement previously entered into with Arcadia Lakes for animal care services.

B. Background / Discussion

On November 5, 1979, Richland County entered into an agreement with Arcadia Lakes to provide animal care services. This agreement was entered into upon the desire of Arcadia Lakes to provide uniformity of animal control regulations in the best interest of the health, safety, and general welfare of its citizenry. The IGA empowered Richland County Animal Care (Animal Care) to enforce the animal control ordinance of Arcadia Lakes within its jurisdiction, provided that citations would be issued based on Arcadia Lakes's code.

This agreement has remained in effect since its inception and now Arcadia Lakes wishes to revise the terms of the IGA for practicality. This new IGA (see attached) will effectively allow Animal Care to enforce and issue citations under Chapter 5 of the Richland County Ordinance. However, Arcadia Lakes wishes not to repeal Arcadia Lakes Ordinance Section 6-201, which is the restriction of keeping hogs, pigs, cows, horses, goats, sheep, or chickens within the town. Upon the appropriate consultations and recommendations, the Town Council for Arcadia Lakes has agreed to the proposed IGA and its adoption upon the approval of Richland County Council.

C. Legislative / Chronological History

This is a staff-initiated request. Therefore, there is no legislative history.

D. Financial Impact

There is no financial impact anticipated with this request.

E. Alternatives

1. Approve the new intergovernmental agreement with the Town of Arcadia Lakes.
2. Do not approve the new intergovernmental agreement with the Town of Arcadia Lakes.

F. Recommendation

It is recommended that Council approve the new IGA with the Town of Arcadia Lakes to ensure consistency in the enforcement of animal control laws within the town.

Recommended by: Sandra Haynes

Department: Animal Care

Date: September 4, 2014

G. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 9/5/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Recommendation is based on ROA stating that approval will have no financial impact.

Legal

Reviewed by: Elizabeth McLean

Date: 9/8/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Warren Harley

Date: 9/9/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

b) Licensing of animals of the Town shall be in accordance with the County Ordinance. The County staff shall be responsible for maintaining records, receiving payment and issuing tags. The County shall retain all payments received for pet licenses within the Town.

c) Animal Housing/Veterinary Services – County shall transport animals to locations contracted with or designated by the County. The County shall ensure veterinary services for sick or injured animals as set forth in its applicable veterinary contract.

d) Rabies Control – The County shall act as agent of the Town in relation to animal bites and rabies testing. Activities include but are not limited to investigation of all reported bites and quarantining of biting animals pursuant to the Department of Health and Environmental Services of South Carolina guidelines and performing of such duties as necessary to prepare and deliver animals for rabies testing.

2. The Town shall, within a reasonable time after signing this Agreement, adopt the current Richland County Animal Care Ordinance, and hereby agrees to timely adopt all subsequent amendments thereto. The parties agree that the Town shall not repeal Town of Arcadia Lakes Ordinance Section 6-201 and that such ordinance shall be enforced by the County in addition to the regulations of the Richland County Animal Care Ordinance.

3. Except as noted in Paragraph 2 above, in any and all instances where an ordinance of the Town conflicts, restrains or is unreasonably burdensome to the enforcement of the Richland County Animal Care ordinance adopted by the Town, the adopted animal care ordinances shall take precedence. It is hereby declared to be the intent of the parties to give the County exclusive authority regarding the enforcement of such regulations within the territorial limits of the Town.

4. This Agreement shall have a term of four (4) years from the date of execution or until sooner terminated by either party upon such party giving six months written notice to the other party of its intent to terminate this agreement.

5. This Agreement may be amended, modified or changed only upon the written agreement between the County Council for Richland County and the Town Council for Arcadia Lakes.

6. The County shall continue to assess, levy, and collect property taxes from the residents of that portion of the Town of Arcadia Lakes which lies within the boundaries of Richland County for the above services. Such assessment and levy shall not exceed that which is assessed and levied on property in the unincorporated areas of Richland County. The taxes generated by such assessment

and levy shall be designated as an offset to the costs of providing these services and shall constitute the compensation to the County for the undertaking of these services.

7. Nothing contained herein shall be interpreted to supersede agreements of intergovernmental matters between the Town and County, not otherwise addressing animal control as contemplated within this agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

WITNESSES:

RICHLAND COUNTY

By: Norman Jackson, Richland
County Council Chairperson

TOWN OF ARCADIA LAKES

By: _____
Its: _____

Original IGA with Arcadia Lakes

APPROVED BY THE LEGAL DEPARTMENT
OF THE COUNTY OF RICHLAND
DATE 11/15/79
BY [Signature]

STATE OF SOUTH CAROLINA)
)
COUNTY OF RICHLAND)

INTERGOVERNMENTAL SERVICE CONTRACT
Animal Control Regulation

This Agreement made and entered into this 15th day of November, 1979, by and between the COUNTY OF RICHLAND, a political subdivision of the State of South Carolina, hereinafter referred to as the "County," and the TOWN OF ARCADIA LAKES, a political subdivision of the State of South Carolina, hereinafter referred to as the "Town."

WHEREAS, the Town of Arcadia Lakes is desirous of providing uniformity of animal control regulations in the best interest of the health, safety, and general welfare of its citizenry; and

WHEREAS, the Town of Arcadia Lakes desires to utilize the services of the County's Animal Control Department to obtain such uniformity; and

WHEREAS, the County is able to provide such uniformity through the enforcement of animal control regulations and by promulgating such regulations as it may deem to be in the best interest of the public; and

WHEREAS, both of the parties hereto are authorized to enter into this Agreement by virtue of the provisions of Section 4-9-40 of the South Carolina Code of Laws of 1976.

NOW, THEREFORE, it is mutually agreed by and between the parties hereto as follows:

1. The Animal Control Department of the County shall provide such services as are necessary to secure the enforcement and uniformity of animal control regulations within the Town in compliance with the animal control ordinances of the County and in accordance with the laws of the State of South Carolina where applicable.

2. The Town, within a reasonable time after the signing of this Agreement, shall adopt an ordinance compatible with the County's animal control regulations and any amendments which are made or which may be made thereto into the Town's Code of Laws.

3. The Town shall not enforce nor authorize such regulations until such time as the County has been provided with and approved such regulations.

4. In any and all instances where an ordinance of the Town conflicts, restrains or is unreasonably burdensome to the enforcement of those animal control regulations of the County, the County's regulations shall take precedence since it is hereby declared to be the intent of the parties to give the County exclusive authority regarding the enforcement of such regulations within the territorial limits of the Town of Arcadia Lakes which lie within the jurisdiction of Richland County.

5. Either party hereto may terminate this Agreement at any time by giving the other party thirty (30) days written notice of its desire to terminate this Agreement.

6. This Agreement may be amended, modified or changed only upon the written agreement of the County Council of Richland County and Town Council of the Town of Arcadia Lakes.

7. The County shall continue to assess, levy, and collect property taxes from the residents of that portion of the Town of Arcadia Lakes which lies within the boundaries of Richland County for the above services. Such assessment and levy shall not exceed that which is assessed and levied on property in the unincorporated areas of Richland County. The taxes generated by such assessment and levy shall be designated as an offset to the costs of providing these services and shall constitute the compensation to the County for the undertaking of these services.

IN WITNESS WHEREOF, the County of Richland has, by direction of its County Council, caused this Agreement to be executed by the Chairwoman of the Richland County Council; and the Town of Arcadia Lakes has, by direction of its Town Council, caused this Agreement to be executed by the Mayor of the Town of Arcadia Lakes, this 5th day of November, 1979, which shall be known as the effective date of this Agreement.

WITNESSES:

COUNTY OF RICHLAND:

Brenda Ward
Kathryn Gates Jones

By: Candy Y. Whites
Chairwoman, Richland County Council

Attest: Betty S. McWhorter
(Acting) Clerk, Richland County Council

TOWN OF ARCADIA LAKES:

James B. ...
Susan B. Killian

By: L. Henry McKellar
Mayor, Town of Arcadia Lakes

Attest: Patricia P. ...
Clerk, Town of Arcadia Lakes

STATE OF SOUTH CAROLINA)
COUNTY OF RICHLAND)

PERSONALLY appeared before me Brenda Ward
who being duly sworn says that (s)he saw the within-named County of
Richland, by its Chairwoman and Clerk of Council sign, seal and as
its act and deed deliver the within Agreement, and that (s)he with
Kathryn Yates Jones witnessed the execution thereof.

Brenda Ward

SWORN to before me this 6th
day of November, 1979.

Kathryn Yates Jones
NOTARY PUBLIC FOR SOUTH CAROLINA

My Commission expires: Feb. 9, 1980.

STATE OF SOUTH CAROLINA)
COUNTY OF RICHLAND)

PERSONALLY appeared before me JACK A. BOGGS
who being duly sworn says that (s)he saw the within-named Town of
Arcadia Lakes, by its Mayor and Clerk sign, seal, and as its act
and deed deliver the within Agreement, and that (s) with
SUSAN B. KILBURN witnessed the execution thereof.

James Dorn

SWORN to before me this 23
day of August, 1979.

Wm. H. Price
NOTARY PUBLIC FOR SOUTH CAROLINA

My Commission expires: 1. 7. 81

Richland County Council Request of Action

Subject

Richland County Sheriff's Department (RCSD) Sole Source Purchase Leica Comparison Microscope **[PAGES 19-29]**

Reviews

Richland County Council Request of Action

Subject: Richland County Sheriff's Department (RCSD) Sole Source Purchase
Leica Comparison Microscope

A. Purpose

County Council is requested to approve the sole source purchase of one (1) Leica Comparison Microscope (Microscope) for the Sheriff's Department Firearms and Tool Mark Laboratory (Laboratory) in the amount of \$110,146.00.

B. Background / Discussion

The RCSD received grant funds (grant number 4869800) through the Justice Assistance Grant Program, which is administered by the South Carolina Department of Public Safety, to purchase a Comparison Microscope and accessories. The Microscope allows for the forensic examination of bullets, shell casings and tool marks. The Microscope is critical to the efficiency and effectiveness of the Laboratory as it is used in practically every case submitted for examination to the Laboratory.

The Microscope will be used in conjunction with the existing Leica Comparison Microscope used by the Laboratory, and will increase the casework capacity of the Laboratory. Additionally, the Microscope will increase continuity in peer reviews and examinations of cases. Vashaw Scientific, Inc. is the only authorized dealer for Leica products in the Southeastern United States.

The quote for the purchase of the Microscope from Vashaw Scientific, Inc. and the completed sole purchase form are attached.

C. Legislative / Chronological History

This is a staff initiated request; therefore, there is no legislative history.

D. Financial Impact

The total amount of the grant and matching funds is up to \$110,419.00. These funds were included in the approved FY14-15 budget. There are no new funds being requested for this purchase.

The cost of the Microscope is outlined in the table below:

Leica Comparison Microscope	\$101,987.00
Tax	\$8,159.00
Total	\$110,146.00

The total cost of the Microscope will be covered by the aforementioned grant funds. Any future maintenance costs will be requested through the RCSD budget.

E. Alternatives

1. Approve the sole source purchase of one (1) Leica Comparison Microscope for the Sheriff’s Department Firearms and Tool Mark Laboratory in the amount of \$110,146.00.
2. Do not approve the sole source purchase of one (1) Leica Comparison Microscope for the Sheriff’s Department Firearms and Tool Mark Laboratory in the amount of \$110,146.00. If this alternative is chosen, the Laboratory will not have the equipment needed to function with the existing Leica Comparison Microscope used by the Laboratory. This will result in slower examination times of cases and increased case backlogs.

F. Recommendation

It is recommended that Council approve the request to make the sole source purchase of the Leica Comparison Microscope. This purchase will allow for enhanced examination of projectiles and tool marks and will enhance the safety of citizens in Richland County.

Recommended by: Chris Cowan
Department: Sheriff
Date: October 14, 2014

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Finance

Reviewed by: <u>Daniel Driggers</u>	Date: 10/15/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Procurement

Reviewed by: <u>Cheryl Patrick</u>	Date: 10/15/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Grants

Reviewed by: <u>Sara Salley</u>	Date: 10/15/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Legal

Reviewed by: <u>Elizabeth McLean</u>	Date: 10/15/14
<input type="checkbox"/> Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation: As long as Procurement has determined that this procurement qualifies as a Sole Source purchase, this is a policy decision left to Council’s discretion.	

Administration

Reviewed by: <u>Warren Harley</u>	Date: 10/20/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial

Comments regarding recommendation:

Item# 3

David Collins
 Richland County Sheriff
 Columbia
 SC
 Phone: 803-576-3198



QUOTATION TS13120901G

Date Oct / 13 / 2014
 Sales Person Ms. Katie Britton (704-779-7714)
 Email kbritton@vashaw.com

Item	Description	Qty	List Price USD	Discount	Total USD
	<p>Leica FSC comparison microscope basic stand with height-adjustable motorized column (Z-range 255 mm), incl. motorized comparison bridge with four push button operated comparison modes with integrated +/- 4 % zoom adaptation, integrated tilting ergo-binocular viewing port (5 - 35 degree, FOV = 22 mm, upright & non-reversed image), microphoto & video documentation port, motorized magnification changer with factor = 1x and 1.5x, two macro carrier with macro tube lens, filter slots and coded 6-fold objective turret with M 32x0.75 thread, two motorized X-Y stages (160 x 220 mm with glass insert 80 x 80 mm and travel range = 50x50 mm), integrated operating panel for the control of the bridge functions, motorized focussing, motorized X-Y movement of the stages, remote control of two cold light sources (KL 2500), two 4-axes oblique light carrier for the 4.5 mm fiber optics light guide or cold light bar.</p>				



100	Leica FSC stand with comparison bridge No : 11581105	1	36,079.00		36,079.00
200	Eyeiece HC PLAN s 10x/22 Br. M No : 11507807	2	258.00		516.00
300	Obj.PL APO MACRO 0.4x/0.014-0.003-/- 62.0 No : 11581046	2	1,302.00		2,604.00
400	Obj. M PL APO MACRO 1x/0.035-0.006-/-62.0 No : 11581047	2	1,248.00		2,496.00
500	Obj. M PL APO MACRO 2x/0.07-0.01-/- 62.0 No : 11581048	2	1,248.00		2,496.00
600	Obj. M PL APO MACRO 4x/0.14-0.13 -/ No : 11581049	2	1,248.00		2,496.00
700	LED coldlight source Leica CLS250 LED-A, with cable for intensity remote control via the FSC front operating knobs No : 11581127	2	1,210.00		2,420.00
800	Flex light guide 1-arm 8/1000 No : 30150131	2	269.00		538.00

Vashaw Scientific Inc.
 3125 Medlock Bridge Rd., Norcross, GA 30071 USA

Tel: 770-447-8632
 Fax: 855-715-0822

QUOTATION TS13120901G

Date Oct / 13 / 2014
 Sales Person Ms. Katie Britton (704-779-7714)
 Email kbritton@vashaw.com

Item	Description	Qty	List Price USD	Discount	Total USD
900	Cold light illumination bar No : 11581089	2	305.00		610.00
1000	Platform, rotatable w. articulating arm No : 11581088	2	1,021.00		2,042.00
1100	Tilting stage 75mm, attachable, single No : 11581031	2	586.00		1,172.00
1200	Universal adjustable holder No : 11581056	2	1,037.00		2,074.00
1300	Attachm. for mounting and fixing bullets No : 11520220	2	443.00		886.00
1400	Spring loaded centering device f. bullets No : 11520221	2	63.00		126.00
1500	Rubber armored pressure plate f. bullets No : 11520222	2	73.00		146.00
1600	Cementing stages dia. 20 mm, pair No : 11520276	1	98.00		98.00
1700	Pair of articulated holder No : 11520328	1	543.00		543.00
1800	Mo.t.hght-adjust Ergoworkbench,560x915mm No : 11532781	1	2,700.00		2,700.00
1900	Foot pedal for ergo-workbench No : 11532790	1	167.00		167.00
2000	Power cable, 2 m, USA No : 10445661	2	24.00		48.00
2100	Leica DFC495 Digital Camera & SW Kit No : 12730471	1	9,359.00		9,359.00
2200	C-Mount HC 0.70x No : 11541543	1	421.00		421.00
2300	FSC/FSM Comparison microscope with Digital camera Installation. Leica LAS Core training. No : VSI300125	1	950.00		950.00
2400	Imaging Workstation, Advanced-T5610, 2.5 GHz Four Core Xeon, 1 GB Nvidia, 8 GB Sys Mem, 1 TB Sys HD, 1 TB Second HD, (No monitor) Reconfigured for HD Work Station No : VSI200120	1	3,800.00		3,800.00

Vashaw Scientific Inc.
 3125 Medlock Bridge Rd. , Norcross, GA 30071 USA

Tel: 770-447-5632
 Fax: 655-715-0822

QUOTATION TS13120901G

Date Oct / 13 / 2014

Sales Person Ms. Katie Britton (704-779-7714)

Email kbritton@vashaw.com

Item	Description	Qty	List Price USD	Discount	Total USD
2500	Double TV adapter (Factor 1x) No : 11581057	1	2,817.00		2,817.00
2600	LAS Extended Annotation Module No : 12730073	1	913.00		913.00

Additions for second System

2700	Tray for two cold light sources No : 11581086	1	208.00		208.00
2800	LED Cold Light Illuminator CLS250 LED-A No : 11581127	2	1,210.00		2,420.00
2900	Flex light guide 1-arm 8/1000 No : 30150131	2	269.00		538.00
3000	Cold light illumination bar No : 11581089	2	305.00		610.00
3100	Platform, rotatable w. articulating arm No : 11581088	2	1,021.00		2,042.00
3200	Universal adjustable holder No : 11581056	2	1,037.00		2,074.00
3300	Cementing stages dia. 20 mm, pair No : 11520276	1	98.00		98.00
3400	Pair of articulated holder No : 11520328	1	543.00		543.00
3500	Spring loaded centering device f. bullets No : 11520221	2	63.00		126.00
3600	Attachm. for mounting and fixing bullets No : 11520220	2	443.00		886.00
3700	Rubber armored pressure plate f. bullets No : 11520222	2	73.00		146.00
3800	Leica DFC495 Digital Camera & SW KIT No : 12730471	1	9,359.00		9,359.00
3900	C-Mount HC 0.70x No : 11541543	1	421.00		421.00
4000	LAS Extended Annotation Module No : 12730073	1	913.00		913.00
4100	Imaging Workstation - T1700, 3.20 GHz Quad Core i5, 1	1	1,888.00		1,888.00

Vashaw Scientific Inc.
3125 Medlock Bridge Rd., Norcross, GA 30071 USA

Tel: 770-447-5632
Fax: 855-715-0822

Page 3 of 4

Item# 3

QUOTATION TS13120901G

Date Oct / 13 / 2014

Sales Person Ms. Katie Britton (704-779-7714)

Email kbritton@vashaw.com

Item	Description	Qty	List Price USD	Discount	Total USD
	GB NVIDIA Quadro, 8 GB Sys Mem, 500 GB HD, Win7 64-bit - (No monitor) No : VSI200120				
4200	Monitor, 24 In UltraSharp with HDMI, 1920 x 1200 (U2413) (3 Year Warranty) No : VSI200115	2	599.00		1,198.00
Total :					101,987.00

Shipping terms : FOB - Shipping
Point Prepay & Add

Validity : 10/13/14 to 11/12/14

Please reference quotation number when placing order.

All orders maybe emailed to VSI@vashaw.com or faxed to 855-715-0822.

F.O.B: Origin

Freight: Prepay and Add

Delivery: 45 Days A.R.O

Terms: Net/30 Days

Warranty: Warranty statement available upon request

Tax: Applicable Sales Taxes are not Included in this quotation.

FEIN 581329154

GSA: GS24F1325C

Georgia State Contract #S-010525

Vashaw Scientific

Vashaw Scientific Inc.
3125 Medlock Bridge Rd. , Norcross, GA 30071 USA

Tel: 770-447-5632
Fax: 855-715-0822

Page 4 of 4

Item# 3



SOLE SOURCE PROCUREMENT

Definitions utilized in determining a True Sole Source Purchases

Sole Source is when only *one Vendor/Contractor* possesses unique and singularly available capacity to meet the requirements such as technical specifications and qualifications, ability to deliver at and in a particular and desired time. When the required equipment, supplies, construction, goods or services are available from only one source and no other type will satisfy the need.

Sole Source must be justified with information of efforts undertaken to locate possible alternative supplier. Whenever using Sole Source rather than full and open competition, provide an explanation of the reason *why* specifications suitable for full and open competition could not be developed or meet your needs; *why* it is necessary; *how* is it in the county's best interest.

A "True Sole Source" is when a product is available from only one source, often determined by patent or copyright protection, proprietary rights and capacity of one supplier to provide superior capabilities unobtainable from any other supplier for similar products.

The following are examples describing circumstances which could necessitate a "Sole Source":

- (a) Where the compatibility of equipment, accessories, or replacement parts is the paramount consideration;
- (b) Where a sole supplier's item is needed for trial use or testing;
- (c) Where a sole source supplier's item is to be procured for resale;
- (d) Where public utility services are to be procured;
- (e) Where the item is one of a kind; and
- (f) Printed forms, pamphlets, brochures, exclusive of printing equipment.

1. REQUIRING DEPARTMENT:

Richland County Sheriff's Department

NAME OF REQUESTOR:

Traci Dove

2. DESCRIPTION OF ACTION.

a. State if procurement is: Non-Urgent Sole Source Urgent Sole Source

b. For the Sole Source provide the following:

Company: Vashaw Scientific

Point of Contact: Katie Britton

Email: kbritton@vashaw.com

Telephone #: 704-779-7714

Fax #: 855-715-0822

3. DESCRIPTION OF SUPPLIES/SERVICES, ESTIMATED DOLLAR VALUE AND DELIVERY REQUIREMENTS. Give a short description of the item or service required, the estimated cost, and required delivery date.

The Leica FSC comparison microscope allows for forensic examination of bullets, shell casings, and toolmarks. The estimated cost is \$ 110,145.96 including tax and shipping.

4. EXPLANATION OF SOLE SOURCE CIRCUMSTANCES.

For Sole Source Requirements:

(a) Explain why the item (s) is needed and what will happen if it's not received by the Required Delivery Date (RDD). Describe impact on overhaul/availability schedules, impact to support, personnel safety issues, potential environmental damages, etc., and include the dollar value associated with late delivery:

The requested Leica FSC would be used in concert with the existing Leica FSC currently in use by the RCSD Forensic Lab. This purchase will enhance the capability of the RCSD Forensic Lab to use equally capable systems and will increase capability and capacity for casework.

Required Delivery Date (RDD): 45 days

Cost: 110,145.96

(b) Explain the unique features/function of the item and why only one manufacturer can provide it. Discuss why a similar product from another manufacturer will not work:

Vashaw Scientific is the only licensed dealer for this instrument in the Southeastern United States.

Notice from vendor that the item to be purchased is compatible with the existing Leica FSC owned by RCSD.

(c) If the item can only be obtained from the OEM (Original Equipment Manufacturer), discuss the proprietary (i.e. owned by the company, not for public release) Design, drawing, specification requirements:

(d) If there is a higher order requirement mandating a particular manufacturer (Public Safety equipment, goods and services), cite the requirement and who approved or required its usage:

This instrument, used in conjunction with existing lab instrumentation will increase the ability of the laboratory to process firearms cases, which can be a public safety issue.

(e) For component repair or replacement parts, explain any compatibility requirements, including a description of the existing equipment and the interface requirements:

Parts, including evidence mounting clips will be used with both instruments and must be compatible.

5. **PROPRIETARY INFORMATION:** If sole source is based on proprietary data, a statement to that effect is all that is required in response to this block. The equipment, goods, process and software are proprietary to:

CERTIFICATIONS

<i>I CERTIFY THAT THE FACTS AND REPRESENTATIONS UNDER MY COGNIZANCE WHICH ARE INCLUDED IN THIS JUSTIFICATION ARE COMPLETE AND ACCURATE AND IS BEING PROCURED PURSUANT TO THE AUTHORITY OF RICHLAND COUNTY CODE OF ORDINANCES.</i>		
REQUESTOR		
Name, Title and Signature: Traci A. Dove, Grants Coordinator 		
Account Code: 1200992020 4869800 (90%) 1100201000 486980100	Telephone: 803-576-3104	Date: 10/10/14
<i>I CERTIFY THAT THE FACTS AND REPRESENTATIONS UNDER MY COGNIZANCE WHICH ARE INCLUDED IN THIS JUSTIFICATION ARE COMPLETE AND ACCURATE AND IS BEING PROCURED PURSUANT TO THE AUTHORITY OF RICHLAND COUNTY CODE OF ORDINANCES.</i>		
DEPARTMENT DIRECTOR		
Name, Title and Signature: Chris Cowan, Major 		Date: 10/14/14
PROCUREMENT DIRECTOR		
Name and Signature		Date:
ADMINISTRATOR		
Name and Signature		Date:

Richland County Council Request of Action

Subject

Professional Services / Airport Work Authorizations 6 & 7 [PAGES 30-40]

Reviews

Richland County Council Request of Action

Subject: Professional Services / Airport Work Authorizations 6 & 7

A. Purpose

County Council is requested to approve two Work Authorizations (WAs) for professional services with WK Dickson & Company, Inc of Columbia, SC for the following at the Jim Hamilton – LB Owens Airport (CUB):

- ➔ Redesign / rebidding of a single project for the extension of Taxiway ‘A’ into two separate project phases (WA 6);
- ➔ Construction inspection and administration of Phase I (WA 6);
- ➔ Continuation of land and aviation easement acquisition services (WA 7);

Please note that there are three other Requests of Action related to this ROA.

B. Background / Discussion

The single project for the construction of the extension to Taxiway ‘A’ at the Jim Hamilton – LB Owens Airport (CUB) was advertised for bid this summer. However, only two contractors submitted bids and they both exceeded the engineer’s estimate by over 100%. An award could not be made due to the lowest bid greatly exceeding the anticipated amount of the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant. The bids were rejected and no award was recommended.

Based on consultation with the staffs of the FAA and our Airport Consultant, WK Dickson & Company, Inc, it was decided that redesigning the single project into two project phases to be constructed over a multi-year / multi-grant period was an appropriate approach.

Work Authorization 6 (WA 6) provides the services for this redesign and rebidding (as well as any ancillary permit modifications and additional work that was necessary for the FEMA Letter of Map Revision (LOMR) associated with this project). It also provides for construction inspection and administration of Phase I.

Work Authorization 7 (WA 7) provides the services for continued land and aviation easement acquisition associated with both the Taxiway ‘A’ extension as well as the airspace surrounding the airport. This work was started and partially completed under a previous consultant in earlier grants. This will permit the continuation of this work and the close out of the older FAA AIP grants.

Copies of the consultant’s Work Authorizations are contained as enclosures to this request. This project is primarily funded by Federal (90%) and State (5%) grants, with funding information provided below.

C. Legislative / Chronological History

The following prior actions by Richland County Council and Administration relate to this request:

- February 2011 Airport Master Plan approved
- June 2012 Master Agreement with WK Dickson & Company, Incorporated awarded
- January 2013 Work Authorization 1 approved (initial Twy 'A' extension design)
- January 2014 Work Authorization 3 approved (final Twy 'A' extension design)
- April 2014 Work Authorization 5 approved (initial mitigation design)

D. Financial Impact

The funding for this project will be primarily provided by grant funds as follows:

Work Authorization 6 (WA 6)

Federal (FAA)	90%	\$343,890	AIP Grant accepted
State (SCAC)	5%	\$ 19,105	SCAC Grant approved
Local (RC)	5%	<u>\$ 19,105</u>	Included in the FY15 airport budget
 Total	 100%	 \$382,100	

Work Authorization 7 (WA 7)

Federal (FAA)	90%	\$ 49,500	AIP Grant accepted
State (SCAC)	5%	\$ 2,750	SCAC Grant approved
Local (RC)	5%	<u>\$ 2,750</u>	Included in the FY15 airport budget
 Total	 100%	 \$ 55,000	

Federal funds have been issued in AIP Grant 3-45-0017-020-2014. State funds have been applied for and approved, and Local funds are included in the current FY airport capital budget.

E. Alternatives

1. Approve the request to authorize executing Work Authorizations 6 & 7 for the professional services described herein and further described in detail in the enclosures to this document. This will permit the enhancement airport safety and compliance with FAA-recommended design standards.
2. Do not approve the request to authorize executing
3. Work Authorizations 6 & 7 for the professional services described herein and further described in detail in the enclosures to this document. This will not permit the enhancement airport safety and compliance with FAA-recommended design standards.

F. Recommendation

It is recommended that Council approve the request to authorize executing Work Authorizations 6 & 7 to be performed by the staff of WK Dickson & Company, Incorporated.

Recommended by: Christopher S. Eversmann, PE, AAE
 Department: Airport
 Date: October 9, 2014

G. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers

Date: 10/9/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Procurement

Reviewed by: Cheryl Patrick

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Grants

Reviewed by: Sara Salley

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean

Date: 10/14/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion. The work authorization states that the original Contract Documents will be revised to split the project into two phases. Those documents have not been attached, so Legal will defer to Procurement’s opinion of the appropriateness of such a contract change.

Administration

Reviewed by: Sparty Hammett

Date: 10/14/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

WORK AUTHORIZATION NO. 6

September 29, 2014

FOR:

BASIC CONTRACT FOR PROFESSIONAL SERVICES

TAXIWAY "A" EXTENSION RE-DESIGNS, BID PHASE AND CONSTRUCTION PHASE SERVICES

Project Overview

The initial Bidding of the complete Taxiway "A" Extension Project (June 19, 2014) showed that it would be best to divide the Taxiway "A" Project into two (2) distinct Phases. The original Project Plans will be re-packaged, re-designed as necessary, and re-bid. Phase 1 will include select clearing, grubbing, fencing and the construction of Taxiway Delta. Phase 2 will be re-designed to eliminate or greatly reduce the need for a waterway by-pass and the design of remaining elements to complete the Taxiway "A" Extension project. These changes will require that the CONSULTANT plan for a temporary threshold relocation during construction.

The OWNER wishes to construct the following improvements at the Jim Hamilton – L.B. Owens Airport, hereinafter referred to as the PROJECT. The PROJECT will include the following:

Scope of Services

I. CONSULTANT will revise the existing Contract Documents into two (2) distinct phases.

Phase 1. Re-Package as Phase 1 to include, at a minimum, the following construction elements:

- A. Project Development Phase:
 - CONSULTANT to coordinate with the OWNER, FAA and SCAC concerning repackaging and altering grant application request for 2014. Grant request will include other elements for the Fiscal Year 2014 application such as design and construction of mitigation measures.
 - CONSULTANT to amend Fiscal Year 2015 pre-applications and assist OWNER on coordination with funding agencies.

- B. Phase 1 Re-Design:
 - Tree Clearing and Grubbing of the newly acquired property (for the purpose of preparing a future Lay-Down Area) and the clearing of Devil's Ditch, including the removal of refuse and disposed construction debris. Devil's Ditch will not be grubbed.
 - Select Permanent and Temporary Fencing (primarily wire mesh fabric, per FAA standards where necessary).
 - Existing Fencing removal and Demolition.
 - The Construction of Taxiway Delta, including lighting and striping.
 - Improvements associated with the Runway 31 Safety Area of the Airfield, located to the south of the approach end of Runway 31 and adjacent to the existing runway safety area. These improvements will consist of repair and rehabilitation of existing large rills and washes along the edge of the existing

runway safety area. Select Airfield Grading and the construction of a retaining wall on the airfield, to abate erosion and to improve maintenance efficiency.

- Improvement of the existing ditch at the end of Plowden Street (new design item).
- SCDHEC required Erosion Control, Seeding and Mulching, Compost Blanket application, etc.
- Preparation of Contract Documents.
- Services During Bidding

C. Construction Administration/Construction Observation:

- Engineering services for Construction Administration and Construction Observation of Phase 1 Improvements.
- Conduct Pre-Construction, weekly and monthly project meetings.
- Administer the project during construction.

NOTE: The completion of Phase 1 construction will leave CUB with the following Improvements:

- Newly acquired parcels: cleared, grubbed and seeded.
- A significant reduction in Transitional Surface Obstructions.
- Newly constructed Taxiway Delta.
- Improved Airfield Maintenance and Erosion/Settlement Control outside of and adjacent to the RW31 End Safety Area.

A completed Phase 1 will allow potential Phase 2 Contractors to clearly see the Phase 2 jobsite, which should allow for better pricing of Phase 2.

II. The CONSULTANT will revise the existing Construction Plans to reflect a completion of Phase 1 improvements, and to prepare Phase 2 Construction Documents for Bidding.

Phase 2. The CONSULTANT will re-design the Taxiway Extension project utilizing a temporary threshold relocation, which will allow the Construction Plans to depict an alternative method for by-passing the flow in Devil's Ditch and allow construction of the culvert conveyance on a different geometry.

Therefore, the CONSULTANT will Re-Design the project and Re-Package it as Phase 2 to include, at a minimum, the following elements:

A. Project Development Phase

- CONSULTANT to meet with suppliers and contractors to analyze and determine factors driving escalated costs in the original June 2014 Bid.
- CONSULTANT to coordinate with the OWNER, FAA and SCAC concerning repackaging and altering grant application request for 2014. Grant request will include other elements for the Fiscal Year 2014 application such as design and construction of mitigation measures.
- CONSULTANT to amend Fiscal Year 2015 pre-applications and assist OWNER on coordination with funding agencies.

B. Phase 2 (Final Phase) Re-Design

- The required 21' diameter culvert, including wing-walls and headwalls.

- A revised SCDHEC Land Disturbance Permit for Construction Activities for the taxiway extension, depicting the major change in design.
- Temporary displacement of the Runway Threshold.
- The ultimate diversion of the water-flow to this newly constructed culvert.
- The back-filling of the existing Devil's Ditch section now conveyed by this culvert.
- Completion of permanent Security fencing and the 12 foot privacy fence for the Columbia Gardens apartment complex.
- Installation of required Landscaping.
- Temporary/Existing Fencing removal and Demolition.
- The Construction of the extension of Taxiway "A" and the adjoining by-pass Taxiway, including lighting and striping.
- Construction of select retaining walls.
- SCDHEC required Erosion Control, Seeding and Mulching, Compost Blanket application, and other erosion appurtenances.
- Services during Bidding.

Assumptions/Exceptions

This WORK AUTHORIZATION does not provide for any assistance or coordination related to additional land acquisition or landowner coordination meetings, nor does it include any Phase 2 services associated with construction administration and observation. This WORK AUTHORIZATION does not provide for any revisions to the approved FONSI or Environmental Assessment. These services can be provided as an additional service or under a separate work authorization, as requested, if needed.

DELIVERABLES

Deliverables include Plans, Specifications and Contract Documents for Phase 1 and Phase 2.

III. Administrative Costs, Coordination and Funding Assistance.

Includes past and future Administrative Costs, such as Permit Fees, Advertising Costs, etc.

IV. Additional Stormwater Modeling and Land Surveying Costs

FEMA Permitting required Stormwater Modeling in addition to the Modeling described in WK Dickson's original Work Authorization No. 1. A Letter of Map Revisions (LOMR) was prepared and submitted in order to bring the City of Columbia and Richland County into FEMA compliance, due to numerous projects that had occurred and were never updated to reflect airfield construction completed in the early 1980's. Bringing these conditions into compliance was necessary in order to establish a pre-project baseline model which was then used to evaluate the impacts of the Airport's proposed improvements. In order to achieve this expanded Modeling, additional Surveying work was also necessary.

In order to be able to complete the Modeling effort, the CONSULTANT discovered an anomaly within this tributary that was neither foreseen nor reflected in the existing models retrieved from FEMA and the U.S. Army Corps of Engineers (Corps). The CONSULTANT discovered a "split flow" at the existing Norfolk Southern Railroad (RR) tracks that overflowed the tracks. This anomaly created a unique situation that was deemed "highly

unusual" by FEMA's consultants. This anomaly caused unforeseen modeling and coordination efforts required of CONSULTANT'S staff to complete the LOMR application. Additional surveying was required, outside the Basin initially outlined in the CONSULTANT'S original scope of services. The survey effort included additional cross-sections and the retrieval of finished floor elevations of a significant number of houses at the request of FEMA reviewers.

This WORK AUTHORIZATION authorizes the ENGINEER to provide the professional services described. The schedule of services to be provided and fees include:

SPECIAL SERVICES

I.	Phase 1		
A.	Project Development Phase <i>(Includes Phase Formulation, Coordination & Funding Assistance)</i>	Lump Sum	\$15,500.00
B.	1. Phase 1 Additional Design, Plan & Specification Re-Packaging	Lump Sum	\$42,200.00
	2. Phase I Bidding	Lump Sum	\$9,160.00
C.	1. Construction Administration	Lump Sum	\$41,740.00
	2. Construction Observation	Hourly, Estimated	\$96,000.00
	3. QA Soils and Materials Testing	Lump Sum	\$10,000.00
II.	Phase 2		
A.	Project Development Phase <i>(Includes Phase Formulation, Coordination & Funding Assistance)</i>	Lump Sum	\$21,500.00
B.	1. Phase 2 Re-Design, Plans and Specification Re-Packaging, Permit Revisions	Lump Sum	\$79,000.00
	2. Phase 2 Bidding	Lump Sum	\$12,000.00
III.	Administrative Costs <i>(Permit Fees, Advertising Costs, etc...)</i>	Actual Cost	\$25,000.00
IV.	Additional Stormwater Modeling And Land Surveying	Lump Sum	\$30,000.00

WORK AUTHORIZATION No. 6 TOTAL \$382,100.00

W.K. Dickson & Co., Inc.

Jim Hamilton – L.B. Owens Airport
Work Authorization No. 6
Taxiway 'A' Extension - Phases 1 & 2

SECTION III - ADDITIONAL WORK

Any additional work required but not contained in the above scope of services will be paid for in accordance with the rate schedule in effect at the time and will be subject to prior approval by the OWNER.

This work is eligible for participation by the Federal Aviation Administration (FAA) and the South Carolina Aeronautics Commission (SCAC). Grant assistance is included in this WORK AUTHORIZATION.

Requested by:

Accepted by:

W. Anthony McDonald
County Administrator
Richland County, South Carolina

Terry A. Macaluso, PE
Vice President
W. K. Dickson & Co., Inc.

Witness

Witness

Date

Date

WORK AUTHORIZATION NO. 7

September 29, 2014

FOR:

**MISCELLANEOUS PROFESSIONAL SERVICES
INCLUDING LAND ACQUISITION, EASEMENT CONDEMNATIONS, ETC.**

Project Overview

The purpose of this project is to give Richland County access to Land and Avigation Easement Acquisition Services, on an "on-call" basis. Services will be rendered as Richland County requests

1. Scope of Services

The CONSULTANT will provide On-Call surveying, appraisal, negotiating and administration assistance for the purposes of effectuating various property condemnation and easement acquisitions, as requested by Richland County for the Jim Hamilton - L.B. Owens Airport (CUB).

These exact services are unknown at this time, but are intended to be utilized by the OWNER to complete existing grants from previous fiscal years. This Contract will serve as a resource, should such needs arise. WK Dickson will receive from Richland County a written scope for all work performed under this Contract and will only proceed when authorized as requested.

The Scope of Services will include any services requested and may include Administrative Assistance, Land Surveying, the preparation of Exhibits, assistance with Negotiations, the procurement of third party Appraisal Services, etcetera, as requested by Richland County.

2. Basis of Compensation

Hourly, Not to Exceed Fee: \$55,500.00 per attached 2014 Rate Schedule. This Rate Schedule is subject to change January 1, 2015.

3. Deliverables

Deliverables will vary and will relate directly to the services requested.

4. Additional Work

Any additional work required but not contained in the above scope of services will be paid for in accordance with the rate schedule in effect at the time and will be subject to prior approval by the OWNER.

W.K. Dickson & Co., Inc.

*Jim Hamilton - L.B. Owens Airport
Work Authorization No. 7
Condemnation Easement Assistance*

This work is eligible for participation by the Federal Aviation Administration (FAA) and the South Carolina Aeronautics Commission (SCAC).

Requested by:

Accepted by:

W. Anthony McDonald
County Administrator
Richland County, South Carolina

Terry A. Macaluso, PE
Vice President
W.K. Dickson & Co., Inc.

Witness

Witness

Date

Date

Richland County Council Request of Action

Subject

Professional Services / Airport Work Authorizations 5 (Amendment 1) & 8 [**PAGES 41-52**]

Reviews

Richland County Council Request of Action

Subject: Professional Services / Airport Work Authorizations 5 (Amendment 1) & 8

A. Purpose

County Council is requested to approve an amendment to an existing Work Authorization (WA) and a new WA for professional services with WK Dickson & Company, Inc of Columbia, SC for the following at the Jim Hamilton – LB Owens Airport (CUB):

- Final design of the wetland and stream mitigation project required by the extension of Taxiway ‘A’ at the airport (WA 5 / Amend 1);
- Construction inspection and administration of the wetland and stream mitigation project (WA 5 / Amend 1); and
- Multi-year mitigation project stream monitoring (WA 8);

Please note that there are three other Requests of Action related to this ROA.

B. Background / Discussion

These are traditionally funded FAA projects related to the airport, but are not “airport projects” *per se* in that they are not physically located on airport property and do not construct aeronautical improvements.

The construction limits of the project to extend Taxiway ‘A’ at the Jim Hamilton – LB Owens Airport (CUB) will impact both wetlands as well as a stream. In order for the extension project to be permitted by various Federal and State agencies, another construction project to mitigate these effects must be designed, permitted, and constructed as well.

Initial design of this wetland and stream mitigation project was completed under Work Authorization 5 (WA 5). Amendment 1 to WA 5 completes the design and bidding as well as addresses additional work required beyond the scope and fee of the original Work Authorization (primarily multiple meetings with a Home Owner’s Association Board).

Additionally, construction inspection and administration for the mitigation construction project (award of which is being requested in a separate ROA), is included in WA 5 / Amend 1.

Finally, US Army Corps of Engineers (USACE) permit approval conditions include a seven-year monitoring and reporting requirement which is included in WA 8.

Copies of the consultant’s Work Authorizations are contained as enclosures to this request. This project is primarily funded by Federal (90%) and State (5%) grants, with funding information provided below.

C. Legislative / Chronological History

The following prior actions by Richland County Council and Administration relate to this request are as follows:

- February 2011 Airport Master Plan approved

Item# 5

- June 2012 Master Agreement with WK Dickson & Company, Inc awarded
- January 2013 Work Authorization 1 approved (initial Twy 'A' extension design)
- January 2014 Work Authorization 3 approved (final Twy 'A' extension design)
- April 2014 Work Authorization 5 approved (initial mitigation design)

D. Financial Impact

The funding for this project will be primarily provided by grant funds as follows:

Amendment 1 to Work Authorization 5 (WA 5 / Amend 1)

Federal (FAA)	90%	\$159,480	AIP Grant accepted
State (SCAC)	5%	\$ 8,860	SCAC Grant approved
Local (RC)	5%	<u>\$ 8,860</u>	Included in the FY15 airport budget
 Total	 100%	 \$177,200	

Work Authorization 8 (WA 8)

Federal (FAA)	90%	\$ 99,000	AIP Grant accepted
State (SCAC)	5%	\$ 5,500	SCAC Grant approved
Local (RC)	5%	<u>\$ 5,500</u>	Included in the FY15 airport budget
 Total	 100%	 \$110,000	

Federal funds have been issued in AIP Grant 3-45-0017-020-2014. State funds have been applied for and approved, and Local funds are included in the current FY airport budget.

E. Alternatives

1. Approve the request to authorize executing Amendment 1 to Work Authorization 5 and Work Authorization 8 for the professional services described herein and further described in detail in the enclosures to this document. This will permit the required environmental mitigation necessary to ultimately enhance airport safety and compliance with FAA-recommended design standards.

2. Do not approve the request to authorize executing Amendment 1 to Work Authorization 5 and Work Authorization 8 for the professional services described herein and further described in detail in the enclosures to this document. This will not permit the required environmental mitigation necessary to ultimately enhance airport safety and compliance with FAA-recommended design standards.

F. Recommendation

It is recommended that Council approve the request to authorize executing Amendment 1 to Work Authorization 5 and Work Authorization 8 to be performed by the staff of WK Dickson & Company, Incorporated.

Recommended by: Christopher S. Eversmann, PE, AAE
 Department: Airport
 Date: October 9, 2014

G. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers

Date: 10/9/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Procurement

Reviewed by: Cheryl Patrick

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Grants

Reviewed by: Sara Salley

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean

Date: 10/14/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Sparty Hammett

Date: 10/14/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

AMENDMENT NO. 1
September 29, 2014

to
WORK AUTHORIZATION NO. 5
(April 14, 2014)

FOR:

**FINAL DESIGN, ADDITIONAL DESIGN, BIDDING AND
CONSTRUCTION ADMINISTRATION & OBSERVATION SERVICES**

PROJECT DESCRIPTION

WK Dickson has prepared a stream and wetland enhancement plan and construction design for the Little Jackson Creek Site in Richland County, South Carolina. This project generally follows the conceptual design described in the Owens Field Individual Permit submitted to the US Army Corps of Engineers (i.e. the stream's alignment will remain within the existing channel and structures designed to provide stabilization and functional uplift). The Little Jackson Creek site provides 'permittee responsible' mitigation that will offset the Owens Field Project's unavoidable stream and wetland impacts.

ORIGINAL PROJECT

The original project did not include the following items:

- As built surveys.
- Construction oversight and initial monitoring.
- Annual monitoring services.
- Bid documents.
- SCDHEC/SWPPP Permitting

Scope of Services

A. Final Design

WK Dickson currently has a Contract (Work Authorization No. 5) for the Mitigation Plans through 80%. These additional services will allow these Plans and Specifications to be completed in order to advertise for bids. In addition, in developing the above plans, the existing Home Owner's Association (HOA) requested WK Dickson to explore Alternative Designs to the Mitigation as originally proposed and designed. These alternatives also necessitated additional Topographic Land Surveying Services. The HOA also requested numerous additional meetings with the County and WK Dickson than what was previously anticipated.

B. Additional Design and Surveying Services

These Additional Services, above those contracted in Work Authorization No. 5, are as follows:

PHASE 1 - EXISTING CONDITIONS ASSESSMENT

A. Watershed Reconnaissance

Additional days of Field Reconnaissance are required.

B. Data Collection

Additional topographic surveying is necessary in order to investigate alternatives requested by the HOA. These additions include survey and design of additional stream "reaches."

C. Natural Community Types

Existing plant communities along the alternative areas were observed and identified.

D. Soils

(no additional work)

E. Streams Reach Analysis

Additional stream reach analysis to be conducted on the additional reach to be surveyed above.

F. Habitat Assessment

WK Dickson to review additional habitat assessment to measure woody debris size and volume in the additional reference reach and design reaches.

G. Wetlands

Additional areas to be field investigated for possible wetlands.

PHASE 2 - REFERENCE ASSESSMENT

A. Reference Reach Identification

The HOA has requested that an additional Reach be investigated and subsequently designed.

B. Reference Wetland

The additional design will address the potential wetland additions. The reference area data will be incorporated into the restoration plan.

C. Reference Stream

The HOA has requested additional reference reach analysis which will result in additional Existing Conditions Assessment and Reference Assessment Services.

PHASE 3 – SURVEY

In order to achieve the above, additional survey crew time is required for the added reach.

C. Bidding Phase

CONSULTANT will provide services during Bidding, such as: Advertising, Pre-Bid Meeting, RFI Responses, preparation of Addendums, and Bid Opening.

D. Construction Administration/Construction Observation Services

CONSULTANT will provide Construction Administration services (contract routing, pre-construction meeting, attend weekly and monthly meetings, review shop drawings submittals, change order, pay requests, final pay applications and project close-out documentation, including grant close-out. CONSULTANT will provide in-field Construction Observation services on a periodic basis, coordinate testing, surveying, observe contractor’s daily operations, and prepare reports.

This Amendment No. 1 to WORK AUTHORIZATION NO. 5 authorizes the ENGINEER to provide the professional services described. The schedule of services to be provided and fees include:

SECTION I - BASIC SERVICES

A.	Final Design Phase <i>(Through 100% Design)</i>	Lump Sum	\$24,600.00
B.	Additional Design and Surveying Services <i>(includes meetings w/ HOA)</i>	Lump Sum	\$33,000.00
C.	Bidding Phase	Lump Sum	\$9,600.00
SUB-TOTAL BASIC SERVICES			\$67,200.00

SECTION II - SPECIAL SERVICES

D.	Construction Administration/ Construction Observation	Lump Sum	\$110,000.00
SUB-TOTAL SPECIAL SERVICES			\$110,000.00
AMENDMENT NO. 1 TO WORK AUTHORIZATION No. 5 TOTAL			\$177,200.00

W.K. Dickson & Co., Inc.

Jim Hamilton – L.B. Owens Airport
Amendment No. 1 to Work Authorization No. 5
Mitigation - Additional Design & CA/CO

SECTION III - ADDITIONAL WORK

Any additional work required but not contained in the above scope of services will be paid for in accordance with the rate schedule in effect at the time and will be subject to prior approval by the OWNER.

This work is eligible for participation by the Federal Aviation Administration (FAA) and the South Carolina Aeronautics Commission (SCAC). Grant assistance is included in this WORK AUTHORIZATION.

Requested by:

Accepted by:

W. Anthony McDonald
County Administrator
Richland County, South Carolina

Terry A. Macaluso, PE
Vice President
W. K. Dickson & Co., Inc.

Witness

Witness

Date

Date

WORK AUTHORIZATION NO. 8

September 29, 2014

FOR:

BASIC CONTRACT FOR PROFESSIONAL SERVICES

Project Overview

For Stream Mitigation projects, the United States Army Corps of Engineers (USACE) requires that for seven (7) years, Mitigation sites be physically monitored in the field annually and that a report be prepared and submitted, describing the performance and condition of the Mitigation site.

1. Scope of Services

The CONSULTANT will provide stream mitigation monitoring services for the proposed Little Jackson Creek Mitigation Improvements.

This service will include monitoring of the USACE and SCDHEC 404/401 permit requirements for a Seven (7) year period.

See Attachment A for comprehensive Scope of Services.

2. Basis of Compensation

Lump Sum Fee: \$110,000

For grant purposes, fee will be billed at the time of execution of this Work Authorization. Duties will be performed by CONSULTANT semi-annually for a 7-year period from date of execution of this Amendment. The OWNER will be provided a copy of the reports as they are performed.

3. Deliverables

Deliverables include seven (7) annual reports.

4. Additional Work

Any additional work required but not contained in the above scope of services will be paid for in accordance with the rate schedule in effect at the time and will be subject to prior approval by the OWNER.

W.K. Dickson & Co., Inc.

*Jim Hamilton - L.B. Owens Airport
Work Authorization No. 8
Mitigation - 7-Year Monitoring*

This work is eligible for participation by the Federal Aviation Administration (FAA) and the South Carolina Aeronautics Commission (SCAC).

Requested by:

Accepted by:

W. Anthony McDonald
County Administrator
Richland County, South Carolina

Terry A. Macaluso, PE
Vice President
W.K. Dickson & Co., Inc.

Witness

Witness

Date

Date

ATTACHMENT A

Little Jackson Creek Mitigation Project - Columbia, SC, Richland County

Scope of Services

In order to accommodate the requirements of the issued USACE/SCHEC 404/401 Permits for the Taxiway "A" Taxiway Extension Project at the Jim Hamilton-L.B. Owens Airport and the associated stream mitigation impacts to "Devils Ditch", a Seven-Year monitoring effort needs to occur to verify the performance of the mitigation project. The mitigation required and performed at Little Jackson Creek will be monitored over the next seven years for the below listed metrics. Additional to the monitoring data collection described below, the boundary of the easement/restrictive covenant will have to be surveyed and recorded with the county, and the baseline dataset, including selection and installation of monitoring data collection sites (e.g., cross sections and vegetation plots) will be collected; these items will be performed in the first monitoring effort.

Stream mitigation success will be demonstrated by:

Bank-Full Events

The occurrence of bank-full events within the monitoring period will be documented by the use of a crest gauge and photographs. The crest gauge will record the highest watermark between site visits, and the gauge will be checked each time there is a site visit to determine if a bank-full event has occurred. Photographs will be used to document the occurrence of debris lines and sediment deposition on the floodplain during monitoring site visits.

Cross Sections

Four permanent cross-sections will be installed, with two located at riffle cross-sections, and two located at pool cross-sections. Each cross section will be marked on both banks with permanent pins to establish the exact transect used. A common benchmark will be used for cross-sections and consistently used to facilitate easy comparison of year-to-year data. The annual cross section survey will include points measured at all breaks in slope, including top of bank, bank-full, inner berm, edge of water, and thalweg, if the features are present. Riffle cross sections will be classified using the Rosgen stream classification system.

Bed Material Analyses

The project stream reach is composed of materials in the sand size sediment fraction. Since the median grain size (D50) is similar to the reference reaches studied, it is unexpected that a substantial change will occur. Wolman pebble counts will be conducted at all four cross-section locations.

Longitudinal Profiles

A complete longitudinal profile will be conducted in Year One and Year Three of the monitoring period. Measurements will include thalweg, water surface, inner berm, bank-full, and top of low bank. Each of these measurements will be taken at the head of each feature, for example, riffle, pool, and the max pool depth. The survey will be tied to a permanent benchmark.

Vegetative Monitoring

In order to determine if the success criteria are achieved, three riparian vegetation monitoring transects will be installed on the restoration site. The size of individual transects will be 24 x 40 feet.

Baseline vegetation monitoring will occur in spring after leaf-out has occurred. Monitoring will occur between July and November in subsequent years. Individual plot data for woody species will be provided.

At the end of the first growing season, species composition, density, and survival will be evaluated. For each subsequent year, until the final success criteria is achieved, the restored site will be evaluated between July and November.

Digital Image Stations

Digital images will be used to visually document restoration success. Reference stations will be recorded before construction and continued for at least five years following construction. Reference images will be taken once a year. After construction has taken place, reference stations will be marked with wooden stakes.

Lateral reference images. Reference images will be recorded at each permanent cross section. Images will be recorded of both banks at each cross section. The survey tape will be centered in the images of the bank. The water line will be located in the lower edge of the frame and as much of the bank as possible included in each image. Photographers will make an effort to consistently maintain the same area in each photo over time.

Structure images. Digital images will be taken at each grade control structure along the restored stream. Photographers will make every effort to consistently maintain the same area in each photo over time.

Richland County Council Request of Action

Subject

Construction Contract Award / Airport Stream and Wetland Mitigation project [**PAGES 53-60**]

Reviews

Richland County Council Request of Action

Subject: Construction Contract Award / Airport Stream and Wetland Mitigation project

A. Purpose

County Council is requested to approve award of a construction contract to Shamrock International Corporation of Browns Summit, NC for construction of a stream and wetland mitigation project in the Spring Valley neighborhood. This project is necessary in order to extend Taxiway ‘A’ at the Jim Hamilton – LB Owens Airport (CUB).

Please note that there are three other Requests of Action related to this ROA

B. Background / Discussion

This is a traditionally funded FAA project related to the airport, but not an “airport project” *per se* in that it is not physically located on airport property and does not construct aeronautical improvements.

The construction limits of the project to extend Taxiway ‘A’ at the Jim Hamilton – LB Owens Airport (CUB) will impact both a stream as well as a wetland. In order for the extension project to be permitted by various Federal and State agencies, another construction project to mitigate these effects must be designed, permitted, and constructed as well. FAA regulations require that environmental mitigation projects be separated from the airport by at least 10,000 feet.

An exhibit that shows the project location is contained as an enclosure to this RoA. The project site selection and project design were performed in consultation with the Richland County Stormwater Management staff.

The project was advertised for bid during September and the following four bids were received:

→ Richardson Construction Co	\$2,098,850
→ Cherokee, Inc	\$1,797,005
→ River Works, Inc	\$1,234,001
→ Shamrock International Co	\$ 910,462

The Engineer’s Estimate was \$1,200,000.

Copies of the consultant’s award recommendation and the project bid tabulation are also contained as enclosures to this request. This project is primarily funded by Federal (90%) and State (5%) grants, with funding information provided below.

C. Legislative / Chronological History

The following prior actions by Richland County Council and Administration relate to this request are as follows:

→ February 2011	Airport Master Plan approved
→ June 2012	Master Agreement with WK Dickson & Company, Incorporated awarded

Item# 6

- January 2013 Work Authorization 1 approved (initial Twy 'A' extension design)
- January 2014 Work Authorization 3 approved (final Twy 'A' extension design)
- April 2014 Work Authorization 5 approved (initial mitigation design)
- September 2014 Mitigation Project advertised

D. Financial Impact

The funding for this project will be primarily provided by grant funds as follows:

Federal (FAA)	90%	\$819,416	AIP Grant accepted
State (SCAC)	5%	\$ 45,523	SCAC Grant approved
Local (RC)	5%	<u>\$ 45,523</u>	Included in the FY15 airport budget
 Total	 100%	 \$910,462	

Federal funds have been issued in AIP Grant 3-45-0017-020-2014. State funds have been applied for and approved, and Local funds are included in the current FY airport capital budget.

E. Alternatives

1. Approve the request to award a construction contract to Shamrock for the stream and wetlands mitigation project described herein as recommended in the enclosures to this document. This will permit the required environmental mitigation necessary to ultimately enhance airport safety and compliance with FAA-recommended design standards.
2. Do not approve the request to award a construction contract to Shamrock for the stream and wetlands mitigation project described herein as recommended in the enclosures to this document. This will permit the required environmental mitigation necessary to ultimately enhance airport safety and compliance with FAA-recommended design standards.

F. Recommendation

It is recommended that Council approve the request to award a construction contract to Shamrock International Corporation for the stream and wetlands mitigation project.

Recommended by: Christopher S. Eversmann, PE, AAE

Department: Airport

Date: October 9, 2014

G. Reviews

(Please **SIGN** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers

Date: 10/9/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Procurement

Reviewed by: Cheryl Patrick

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Grants

Reviewed by: Sara Salley

Date: 10/10/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean

Date: 10/14/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Sparty Hammett

Date: 10/14/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:



October 8, 2014

Mr. Christopher Eversmann, PE, AAE
Jim Hamilton - L.B. Owens Airport
1400 Jim Hamilton Boulevard
Columbia, SC 29205

Ms. Christy Swofford, CPPB
Richland County
Office of Procurement & Contracting
2020 Hampton Street, Suite 3064
Columbia, SC 29204

RE: Little Jackson Creek Mitigation
WKD Project No. 20140060.00.CL

Dear Mr. Eversmann and Ms. Swofford:

Construction bids for the referenced project were received on October 2, 2014 at 2:00 PM. Four (4) total bids were received and read aloud. An itemized tabulation of the bids submitted is enclosed for your review and information.

We have reviewed the bids, original proposal documents, and bid tabulation enclosed herein. We recommend that you award the project to the lowest bidder, Shamrock International Corporation, with a bid price in the amount of \$910,462.00.

We recommend the award to Shamrock International Corporation subject to their ability to provide all required bonding and other assurances as required in the specifications. We also recommend this award due to the availability of sufficient federal and state funding assistance offered.

Please carefully examine these documents and contact us if you have any questions.

Sincerely,
W. K. Dickson & Co., Inc.



Kenneth C. Hawk Jr., PE
Senior Project Manager

KCH/st
Enclosures – Christy Swofford – original bids
cc: John Marshall, PE - FAA, w/encl

1320 Main Street
Suite 400
Columbia, SC 29201
Tel. 803.786.4261
Fax 803.786.4263
www.wkdickson.com

Transportation • Water Resources • Urban Development • Geomatics

Bid Tabulation - October 2, 2014


Little Jackson Creek Mitigation - Jim Hamilton - L.B. Owens Airport

Item #	Spec #	Description	Quantity	Unit	Stamrock International Corporation		River Works, Inc.		Cherokee, Inc.		Richardson Construction Company of Columbia, SC	
					Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	M-101	Mobilization	1	LS	\$33,447.00	\$33,447.00	\$60,000.00	\$60,000.00	\$89,500.00	\$89,500.00	\$200,000.00	\$200,000.00
2	D-752	Concrete Endwall 1 - Upstream (NCDOT Std 838.40)	1	EA	\$25,925.00	\$25,925.00	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00	\$28,000.00	\$28,000.00
3	D-752	Concrete Endwall 2 - Upstream (NCDOT Std 838.40)	1	EA	\$25,925.00	\$25,925.00	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00	\$30,000.00	\$30,000.00
4	D-752	Precast Junction Box	1	EA	\$59,992.00	\$59,992.00	\$74,000.00	\$74,000.00	\$60,000.00	\$60,000.00	\$50,000.00	\$50,000.00
5	D-701	72" RCP	76	LF	\$528.00	\$40,128.00	\$700.00	\$53,200.00	\$400.00	\$30,400.00	\$500.00	\$38,000.00
6	P-151	Clearing and Grubbing	12.6	AC	\$10,075.00	\$126,945.00	\$8,200.00	\$103,320.00	\$20,006.00	\$232,075.00	\$15,000.00	\$189,000.00
7	P-152	Unclassified Excavation	26,000	CY	\$6.60	\$171,600.00	\$7.20	\$189,800.00	\$12.50	\$325,000.00	\$8.00	\$208,000.00
8	P-152	Select Backfill	8,500	CY	\$6.20	\$52,700.00	\$7.80	\$66,300.00	\$12.50	\$106,250.00	\$16.00	\$136,000.00
9	P-152	Unsuitable Excavation (haul off)	17,500	CY	\$6.70	\$117,250.00	\$19.40	\$339,500.00	\$12.50	\$218,750.00	\$32.00	\$560,000.00
10	P-156	Temporary 12" Diameter Compost Filter Sock	2,200	LF	\$8.00	\$17,600.00	\$8.30	\$18,260.00	\$7.00	\$15,400.00	\$10.00	\$22,000.00
11	P-156	Temporary Sediment Trap	3	EA	\$6,804.00	\$20,412.00	\$7,000.00	\$21,000.00	\$65,000.00	\$195,000.00	\$4,300.00	\$12,900.00
12	P-156	Temporary Diversion Ditch	3,000	LF	\$2.00	\$6,000.00	\$2.00	\$6,000.00	\$5.00	\$15,000.00	\$2.00	\$6,000.00
13	T-901	Temporary Seeding	14	AC	\$825.00	\$11,550.00	\$600.00	\$8,400.00	\$800.00	\$11,200.00	\$1,500.00	\$21,000.00
14	T-901	Permanent Seeding	11	AC	\$1,925.00	\$21,175.00	\$2,300.00	\$25,300.00	\$2,500.00	\$27,500.00	\$1,800.00	\$19,800.00
15	STR-1	Pump around Operation	1	LS	\$11,837.00	\$11,837.00	\$15,200.00	\$15,200.00	\$100,000.00	\$100,000.00	\$30,000.00	\$30,000.00
16	STR-3	Channel Plug	5	EA	\$3,532.00	\$17,660.00	\$820.00	\$4,100.00	\$2,500.00	\$12,500.00	\$2,000.00	\$10,000.00
17	STR-4	Safety Fencing	1,375	LF	\$1.40	\$1,925.00	\$3.00	\$4,125.00	\$4.00	\$5,500.00	\$4.00	\$5,500.00
18	STR-5	Filter Fabric (riprap pad, spillway, junction box)	230	SY	\$2.30	\$529.00	\$2.50	\$575.00	\$5.00	\$1,150.00	\$10.00	\$2,300.00
19	STR-5	Class A RipRap (riprap pad)	20	TN	\$73.00	\$1,460.00	\$75.00	\$1,500.00	\$100.00	\$2,000.00	\$400.00	\$8,000.00
20	STR-5	Class B RipRap (spillway, junction box)	239	TN	\$59.00	\$14,101.00	\$81.00	\$19,359.00	\$75.00	\$17,925.00	\$300.00	\$71,700.00
21	STR-7	Erosion Control Matting	3,300	SY	\$6.70	\$22,110.00	\$5.25	\$17,325.00	\$5.00	\$16,500.00	\$6.00	\$19,800.00
22	STR-8	Brush Toe	532	LF	\$5.00	\$2,660.00	\$30.00	\$15,960.00	\$20.00	\$10,640.00	\$50.00	\$26,600.00
23	STR-8	Boulder Sill	2	EA	\$4,392.00	\$8,784.00	\$3,000.00	\$6,000.00	\$10,000.00	\$20,000.00	\$5,000.00	\$10,000.00
24	STR-8	Log Grade Control	6	EA	\$1,549.00	\$9,894.00	\$2,000.00	\$12,000.00	\$5,000.00	\$30,000.00	\$1,000.00	\$6,000.00
25	STR-8	Log Outlet Structure	1	EA	\$736.00	\$736.00	\$1,450.00	\$1,450.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00
26	STR-8	Log Drop Structure	15	EA	\$1,340.00	\$20,100.00	\$1,600.00	\$24,000.00	\$5,000.00	\$75,000.00	\$7,500.00	\$112,500.00
27	STR-8	Bedded Log Structure	3	EA	\$1,216.00	\$3,648.00	\$1,500.00	\$4,500.00	\$5,000.00	\$15,000.00	\$7,500.00	\$22,500.00
28	STR-8	Small Woody Debris	22	EA	\$428.00	\$9,416.00	\$540.00	\$11,880.00	\$250.00	\$5,500.00	\$1,500.00	\$33,000.00
29	STR-8	Large Woody Debris	27	EA	\$706.00	\$19,062.00	\$700.00	\$18,900.00	\$500.00	\$13,500.00	\$3,000.00	\$81,000.00
30	STR-8	Floodplain Sill	5	EA	\$1,729.00	\$8,645.00	\$1,000.00	\$5,000.00	\$1,000.00	\$5,000.00	\$2,000.00	\$10,000.00
31	STR-8	Brush Toe	532	LF	\$5.00	\$2,660.00	\$30.00	\$15,960.00	\$20.00	\$10,640.00	\$50.00	\$26,600.00
32	STR-10	Bare Root Vegetation	7,660	EA	\$2.80	\$21,448.00	\$3.50	\$26,810.00	\$4.00	\$30,640.00	\$5.00	\$38,300.00
33	STR-12	Live Stakes	890	EA	\$2.80	\$2,492.00	\$2.50	\$2,225.00	\$4.00	\$3,560.00	\$5.00	\$4,450.00
34	STR-12	Cutting Bundles	28	EA	\$17.00	\$476.00	\$54.00	\$1,512.00	\$25.00	\$700.00	\$50.00	\$1,400.00
Total Base Bid					\$910,462.00	\$1,234,001.00	\$1,797,080.60	\$2,098,850.00	\$1,797,080.60	\$1,797,080.60	\$2,098,850.00	\$2,098,850.00

\$75.00 math error
(\$1,797,080.00)

I hereby certify that this bid tabulation is true and correct to the best of my knowledge.

By:


Kenneth C. Hawk, Jr., Project Manager

Item# 6

Attachment number 1

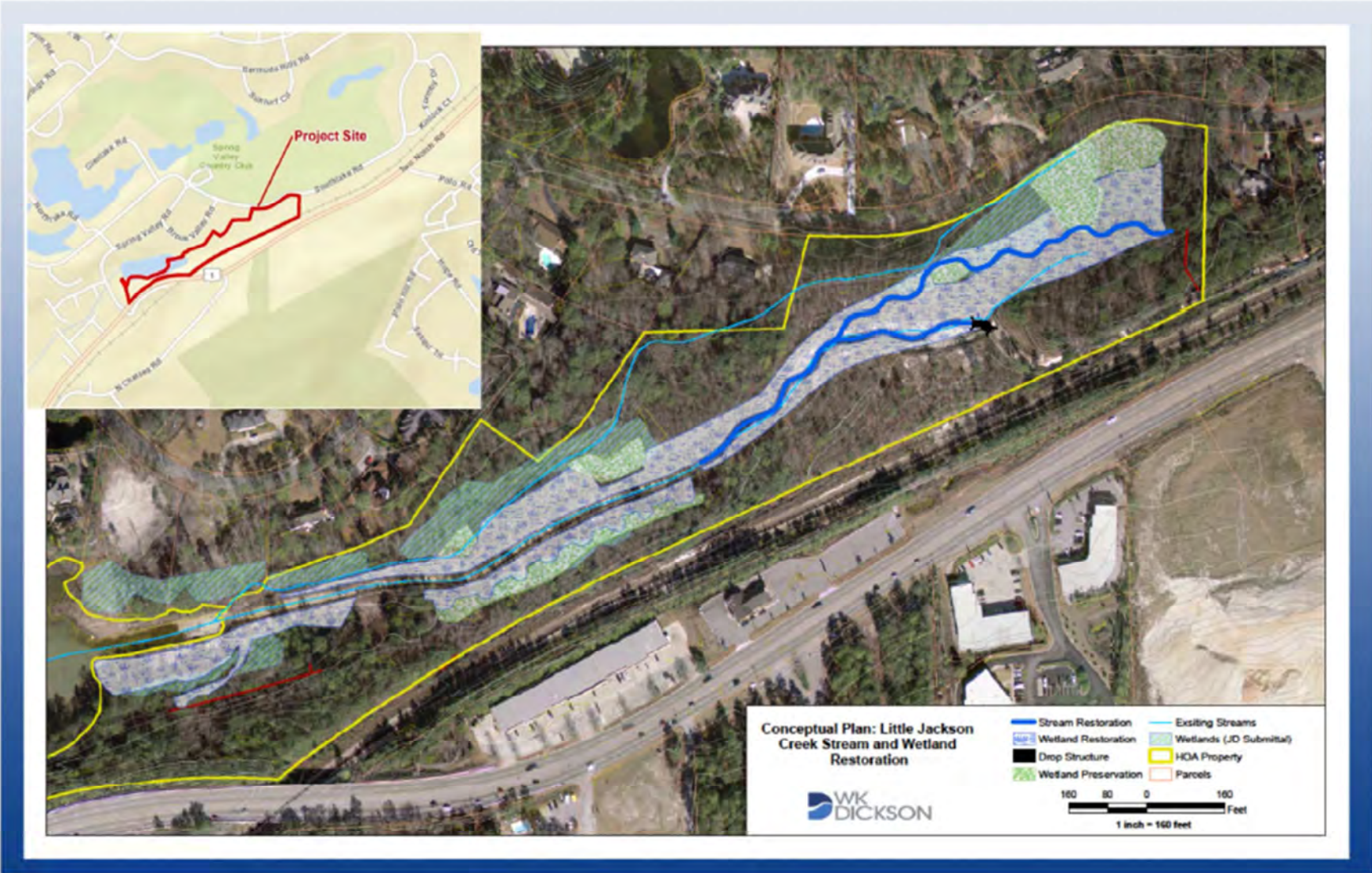
Page 5 of 7

Little Jackson Creek Mitigation - Jim Hamilton - L.B. Owens Airport

Plan Holders	Base Bid Amount	Bid Bond Yes/No	DBE Yes/No (10.8%)	Stream/Wetlands Previous Experience
Shamrock International Corporation	\$910,462.00	Yes	Yes - 14.9%	Acceptable
River Works, Inc.	\$1,234,001.00	Yes	Yes - 11.75%	Not Available
Cherokee, Inc.	\$1,797,080.60	Yes	Yes - 10.8%	Not Available
Richardson Construction Company of Columbia, SC	\$2,098,850.00	Yes	Yes - 11.01%	Not Available

Item# 6

Attachment number 1
Page 6 of 7



Item# 6

Richland County Council Request of Action

Subject

Professional Services / Stormwater Management Work Authorization 9 [PAGES 61-75]

Reviews

Richland County Council Request of Action

Subject: Professional Services / Stormwater Management Work Authorization

A. Purpose

County Council is requested to approve Work Authorization 9 (WA 9) for professional services with WK Dickson & Company, Inc of Columbia, SC for additional stream mitigation (“up ditch improvements”) and pond silt removal in the vicinity of the Spring Valley neighborhood in the Gills Creek Watershed.

Please note that there are three other Requests of Action related to this RoA.

B. Background / Discussion

The construction limits of the project to extend Taxiway ‘A’ at the Jim Hamilton – LB Owens Airport (CUB) will impact both wetlands as well as a stream. In order for the extension project to be permitted by various Federal and State agencies, another construction project to mitigate these effects must be designed, permitted, and constructed as well.

Design of this wetland and stream mitigation project was completed under Work Authorization 5 (WA 5) and amendments. This provided sufficient mitigation credits for the impacts caused by the airport project.

These additional projects / areas are immediately adjacent to the Airport Stream and Wetlands Mitigation Project that is under consideration for construction contract award. This additional work is beyond the mitigation requirements of the airport project permit, but is deemed a desirable enhancement to the overall Little Jackson Creek (LJC) area / Gills Creek Watershed by the Richland County Stormwater Management Staff, the Gills Creek Watershed Association, and the Spring Valley Home Owners Association. Performance of this work will net Richland County additional mitigation credits as well as ensure significant restoration of Little Jackson Creek and removal of accumulated silt in the entrance pond to the Spring Valley neighborhood (which receives stormwater runoff from public roads).

A copy of the consultant’s Work Authorization is contained as enclosure to this request. This project is locally funded from the Richland County Stormwater Fund.

C. Legislative / Chronological History

The following prior actions by Richland County Council and Administration relate to this request are as follows:

- | | |
|-----------------|--|
| → June 2012 | Master Agreement to WK Dickson & Company, Inc awarded |
| → January 2013 | Work Authorization 1 approved (initial Twy ‘A’ extension design) |
| → December 2013 | Little Jackson Creek (LJC) selected as airport mitigation project site |
| → January 2014 | Work Authorization 3 approved (final Twy ‘A’ extension design) |
| → March 2014 | Individual permit submission to USACE for LJC mitigation site |
| → April 2014 | Work Authorization 5 approved (initial mitigation design) |
| → May 2014 | USACE Preliminary Jurisdictional Determination |

D. Financial Impact

The funding for this project will be provided by the Richland County Stormwater Fund. The cost of this WA is \$287,400 which does not include construction costs. A future ROA will be brought forward for construction services.

E. Alternatives

1. Approve the request to authorize executing Work Authorization 9 for the professional services described herein and further described in detail in the enclosures to this document. This will permit significant enhancement to the LJC and the Gills Creek Watershed as well as remove accumulated silt from the entrance pond to the Spring Valley neighborhood.
2. Do not approve the request to authorize executing Work Authorization 9 for the professional services described herein and further described in detail in the enclosures to this document. This will not permit significant enhancement to the LJC and the Gills Creek Watershed as well as remove accumulated silt from the entrance pond to the Spring Valley neighborhood.

F. Recommendation

It is recommended that Council approve the request to authorize executing Work Authorization 9 to be performed by the staff of WK Dickson & Company, Incorporated.

Recommended by: Quinton Epps
Department: Public Works
Date: October 9, 2014

G. Reviews

(Please ***SIGN*** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: <u>Daniel Driggers</u>	Date: 10/9/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Procurement

Reviewed by: <u>Cheryl Patrick</u>	Date: 10/10/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Grants

Reviewed by: <u>Sara Salley</u>	Date: 10/10/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Airport

Reviewed by: <u>Chris Eversmann</u>	Date: 10/13/14
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Legal

Reviewed by: Elizabeth McLean

Date: 10/14/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Sparty Hammett

Date: 10/20/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

WORK AUTHORIZATION NO. 9

October 8, 2014

FOR:

Up-Ditch Stormwater Best Management Practices (BMPs) and Entrance Lake Sediment Removal: EVALUATION, SURVEY, DESIGN, PERMITTING, AND BIDDING SERVICES

PROJECT DESCRIPTION

WK Dickson has prepared a stream and wetland restoration plan and construction design for the Little Jackson Creek (LJC) site in Richland County, South Carolina. The LJC site provides 'permittee responsible' mitigation that will offset the Owens Field Project's unavoidable stream and wetland impacts. Stream and wetland restoration bids were received on 2 October 2014.

In addition to the historic channelization, dredging, and fill of LJC and its adjacent wetlands (addressed in the restoration plan), conveyance of storm flow through the Up Ditch has contributed to water quality and aquatic habitat impacts to LJC, Entrance Lake, and the Gills Creek watershed (an EPA 303(d) impaired water).

The Up Ditch receives and conveys storm flows from an immediately adjacent and topographically connected drainage area (Spring Valley). Significant storm flow contributions are also conveyed into and through the Up Ditch from the highly impervious watershed south of Two Notch Road. Flows from this area are collected and conveyed under Two Notch Road through existing Richland County stormwater infrastructure. Because there are no functional stormwater Best Management Practices (BMPs) in place to store and treat storm flows before they enter the Up Ditch; the untreated flows' velocities and sheer stresses cause significant erosion. In addition to the significant nutrient and other dissolved and suspended pollutant loading originating south of Two Notch Road, deposition of the material eroded directly from the Up Ditch's banks results in significant downstream water quality and aquatic habitat degradation. One of the most visible is the large sediment plume formed at Entrance Lake's upstream end.

BMP installation and bank/channel stabilization within the Up Ditch and sediment removal within Entrance Lake have been high priority County projects for several years.

The LJC stream and wetland restoration project is necessary for the Owens Field taxiway extension to proceed. As shown in Attachment "A" the LJC Stream Restoration will occur in the lower ditch section. Bids have been received, and it is anticipated that construction will begin by early 2015. Integrating stabilization, BMP installation, and sediment removal into the stream and wetland restoration project will have a number of significant benefits, including:

- Significant cost savings
- Expedited construction
- Additional credit generation: potential to offset additional County project impacts

Purpose

County Council is requested to approve the evaluation, survey, design and bidding of stabilization and BMPs within the Up Ditch and sediment removal within Entrance Lake. Attachment "A" depicts the sediment removal area and Up Ditch section to be addressed with this Work Authorization design. When combined with the LJC stream and wetland restoration, these projects will:

- 1) provide the necessary US Army Corps of Engineers (USACE) permitting for the Jim Hamilton – L. B. Owens Airport (CUB) taxiway extension;
- 2) improve water quality and aquatic habitat in Little Jackson Creek (LJC) and the Gills Creek Watershed (an EPA 303(d)-listed impaired water);
- 3) satisfy repeated/ongoing Spring Valley Home Owners Association (HOA) requests to remove sediment from and significantly reduce inputs into Entrance Lake (EL);
- 4) address HOA and citizen concerns about the safety of the CSX rail line adjacent to the Up Ditch (UD); and
- 5) property damage associated with the UD.

Up Ditch (UD): Stormwater Treatment and Stabilization

Based on historic aerial photographs, the UD appears to have been constructed prior to 1939. It parallels the CSX Railroad line from its upstream end (approximately 1,100 feet southwest of the N Brickyard Rd/Two Notch Rd intersection) for approximately 4,100 feet. Throughout much of its length, portions of the UD are within the CSX right of way. It is likely that the UD was created during/as part of the railroad construction (pre-1939). Like LJC, the UD has a large berm on its north side that is 10-20 feet above the ditch bottom. The CSX railroad that is located along the UD's south side is also 10-20 feet above the ditch bottom.

The UD receives runoff from a mix of residential and commercial property located adjacent to and north of the railroad and south of Two Notch Road. There are multiple, perched stormwater outfalls throughout its length. There is actively migrating four foot head-cut located just upstream of the confluence with LJC. This head-cut, in combination with the significant ongoing erosion occurring along the ditch, appears to be the source of the observed sediment impacts along LJC and EL.

To address this significant water quality and aesthetic problem, a detailed site evaluation will be completed and a prioritized list of stabilization locations and methods will be created. The methods will include traditional stormwater Best Management Practices (BMPs), as well as an innovative one. Some of the traditional BMPs will likely include: "laying back" the banks, bank toe protection/armoring, check dams, and drop structures.

A Regenerative Stormwater Conveyance (RSC) is likely to be used in the UD's lower 1,500 feet. While providing significant water quality improvements, it will also provide a smooth transition between the UD and LJC. It is likely to provide stream restoration credits for use in the Taxiway's USACE permit. If restoration credits are realized, this innovative BMP will be one of the first in the USACE's Charleston District to generate credits from a project constructed in a non-jurisdictional area. The aquatic habitat functional uplift provided by the RSC will be significant.

RSCs provide effective end-of-pipe treatment in an otherwise constrained linear environment. They are becoming more widely used in the Southeast and Mid-Atlantic to reduce nutrient and sediment loads, especially from 'first flush' flows. RSCs improve water quality by removing 90 percent of total suspended solids, 50 percent of total nitrogen, and 60 percent of total phosphorous. RSCs combine the features and treatment benefits of more traditional stormwater BMPs, including swales, infiltration, filtering and wetland structures. They use a series of shallow aquatic pools, riffle weir grade controls, native vegetation and underlying sand and woodchip beds to detain, treat, and convey storm flows.

In addition to the water quality benefits provided for first flush events, RSCs are designed to not only safely convey large flows (e.g. 100-year event) over and through their step-pool sequence, but to also create a series of energy dissipaters that decrease downstream velocities and overall shear stress, which results in a reduction of downstream erosion impacts often associated with more conventional stormwater outfalls.

Entrance Lake (EL): Sediment Removal at the Mouth of LJC

Since its construction, concurrent with the Spring Valley communities EL has regularly received significant sediment loads in response to storm events. Most of the loading originates in the UD and is conveyed through LJC. While contributing slightly to the sediment loads delivered to EL, erosion within LJC is minimal.

Impacts to EL from sediment loadings are multi-faceted. They include:

- **Storage Capacity Reduction:** By displacing the volume of water able to be stored in EL, the sediment plume deposited at LJC's mouth impacts EL's ability to protect areas downstream from flooding in response to small to moderate storm events. Based on 2013 aerial photography and ongoing site visits, the sediment plume at LJC's mouth has displaced approximately 9,600 cubic yards of storage capacity, which is approximately 4.5 football fields one foot deep.
- **Habitat Impact:** Current sedimentation within EL has eliminated approximately 2.0 acres of aquatic habitat. The frequent, newly deposited sediment has precluded re-establishment. The significant nutrient and Total Suspended Solids concentrations within the lake and downstream have resulted in dissolved oxygen reductions in response to algal blooms and increased aquatic vegetation colonization.

- Aesthetics: As demonstrated by historic aerial photography, sediment loading has significantly reduced EL's clarity, especially relative to other lakes in the immediate vicinity (e.g. Spring Valley Lake). The exception is the unnamed lake immediately downstream, which also exhibits lower clarity than similarly sized lakes in immediately adjacent watersheds, also likely due to erosion in the UD.

Erosion and sedimentation are natural processes that will never be entirely eliminated. Stabilization and restoration of the UD and LJC will bring sediment and nutrient loading to as near a natural condition as can be hoped for in a dammed creek within a highly impervious watershed. In several meetings attended by the County, the HOA, and WK Dickson, the HOA has made it clear that it is in opposition to the LJC Stream and Wetland Restoration as a standalone project.

Legislative/Chronological History

May 2010: National Environmental Policy Act (NEPA) Environmental Assessment (EA) submittal; Taxiway A Expansion

June 2010: FAA NEPA Finding of No Significant Impact (FONSI)

June 2013: USACE Taxiway A Field Visit & Mitigation Option Discussion

July 2013: Stream and wetland mitigation site evaluation (Richland County, Gills Creek Watershed Association and WK Dickson (CUB engineering consultant))

December 2013: LJC selected as CUB mitigation site

March 2014: Individual Permit submission to USACE, including LJC conceptual mitigation plan

April 2014 – Ongoing: County Stormwater and WK Dickson meetings with HOA

May 2014: USACE Preliminary Jurisdictional Determination

SCOPE OF SERVICES

SECTION I. UP DITCH

Phase I: Project Area Site Evaluation, Survey and Easement Recordation

Task 1: Conduct preliminary site evaluation.

1. Perform field walk to observe and document existing conditions.
2. Characterize the channel segment under consideration, particularly with regard to the erosion processes that have occurred, and determine the cause(s).
3. Perform any rapid field evaluations that may aid in characterizing the site and diagnosing factors contributing to erosion.
4. Identify anticipated construction access location(s) and feasibility.

5. Identify and prioritize viable BMPs for implementation, including RSC.

Task 2: Conduct detailed site evaluation/survey.

1. Call 811 to have existing utilities marked prior to performing survey. Surveyor to locate marked utilities.
2. Perform 0.5 foot topographic and hydrographic surveys along the entire Up Ditch (approximately 4,100 lf). The survey corridor will be 100 feet wide and shall include all pertinent surface topographic features including woods lines, surface and subsurface drainage features, and roadway features. The topographic survey must also include all storm drains, concrete channels, outfalls, utilities, curbs, structures and all other pertinent surface topographic features.
3. Perform channel geomorphic survey as necessary for the project's design and construction.
4. Survey shall include plan, profile, and multiple cross-section surveys.
5. Identify the location and extent of existing easements for stormwater, floodplains, sewer, water, electric, and other utilities using as-built drawings and field surveys within the project area.
6. Prepare Boundary and Right of Way Survey for easement and construction document preparation.
7. A geotechnical evaluation will be conducted within the berms adjacent to LJC and in the portions of Entrance Lake that are to be dredged. Substrate borings will be taken to determine the existing soil type, texture, porosity, hydrology, organic content, and other information relevant to meeting project goals

If appropriate for use in the RSC and other Up Ditch BMPs, **use of the onsite material will significantly reduce project costs for the Up Ditch, LJC restoration, and Entrance Lake sediment removal.**

Task 3: Easement identification, negotiation and recordation.

1. Upon receipt of the County's list of selected BMPs, determine the extent and location of easement boundaries within each relevant parcel.
2. Begin and facilitate negotiations with private landowners, the Spring Valley HOA, and CSX Railroad for easement acquisition.
3. Upon agreement between the County and landowners, survey and prepare updated plats for easement recordation.

Task 4: Calculate preliminary project cost estimate.

1. Use topographic survey and geotechnical evaluation to estimate quantity of material (onsite and offsite) necessary to construct the project.
2. Estimate total design and construction costs based on preliminary site evaluation, geotechnical evaluation, material quantity estimate, and previous experience.
3. Provide the County with a preliminary itemized cost estimate and prioritized BMP implementation list.

Phase II: Project Design

Task 5: Perform hydrologic and hydraulic analyses.

1. For the channel, perform hydraulic calculations and hydrologic modeling to prepare discharge hydrographs for the CPv (Channel Protection Volume or 1-year storm event), Qp (Overbank Flood Protection Volume or 10-year storm event), and Qf (Extreme Flood Volume or 100-year storm event) using TR-55 methodologies within HEC-1 or HEC-HMS.
2. Prepare pre- and post-condition stream hydraulic studies using the HEC-RAS computer model.
3. Finalize computations that are the basis of the proposed design and ensure that project design goals are achieved.

Task 6: Prepare design plans.

1. Prepare design plans for an RSC that extends from the Up Ditch's confluence with LJC, upstream 1,500 feet. Prepare spot stabilization design plans for up to 10 BMPs selected for construction during Phase I. Include all related design details required for construction of the project. These plans shall include (but not be limited to) the following: Geometric layout, Grading Plan, Details and Notes, Erosion & Sediment Control Plan, Sequence of Construction, Existing and Proposed Grading Cross Sections, Existing & Proposed Profiles, Planting Plan, Special Provision Specifications, Public Storm Drain Plans with Profiles, Details and Notes. Plans shall reference Richland County standard details when needed. In the event that a non-standard item is required, the design plans shall provide sufficient information for the construction of this item.
2. Prepare all required earth quantity estimates and prepare construction cost estimate.
3. Submit three (3) hardcopies and PDF of design documents for County review and comment.
4. Review County comments and schedule meeting to address unresolved issues. Prepare minutes of meeting.
5. Revise and finalize Design Plans and Documents to address County comments and issues resolved at the meeting.
6. Update the calculations based on the proposed design.

Task 7: Create construction documents necessary to build the project.

1. Provide final design plans, specifications, updated calculations, easements, quantities, project summary, and other necessary permits or documents.
2. Submit three (3) 11x17 hardcopies and PDF of final design plans and PDFs of all other construction documents to County.
4. Submit project schedule.
5. Provide all digital data used to prepare final plans, including CADD files.

Phase III: Bidding or Additive Change Order

Task 8: Additive Change Order

1. Provide services to prepare and negotiate an additive change order with the existing LJC restoration contractor.

Task 9: Bidding

1. Should existing contractor negotiations prove unsuccessful, provide services for bidding, such as: advertising, pre-bid Meeting, RFI responses, preparation of addenda, and bid opening.

Assumptions:

1. WK Dickson will facilitate easement acquisition.
2. The County will be responsible for compensating landowners for easement acquisition, if necessary.
3. Task 3 includes up to four HOA meetings, three CSX meetings, and one in-person meeting with each landowner.
4. County will initiate discussions with CSX railroad immediately upon contract execution, if not sooner.

SECTION II. ENTRANCE LAKE

Phase I: Project Area Site Evaluation and Survey

Task 1: Conduct preliminary site evaluation.

1. Perform field walk to observe and document existing conditions.
2. Characterize the portion of Entrance Lake under consideration (approximately 5 acres), particularly with regard to the location, extent, and material type of the depositional processes that have occurred.
3. Perform any rapid field evaluations that may aid in characterizing the site and diagnosing factors contributing to deposition and particle sorting.
4. Identify anticipated construction access location(s) and feasibility.
5. Identify and evaluate appropriate/feasible sediment removal methods.

Task 2: Conduct detailed site evaluation/survey.

1. Call 811 to have existing utilities marked prior to performing survey. Surveyor to locate marked utilities.

2. Perform 0.5 foot topographic and hydrographic surveys within the study area (approximately 5 acres) in areas with standing water less than six feet deep. In areas with water depth greater than six feet, 1.0 foot topographic surveys will be performed. The survey shall include the upstream-most 4 acres of Entrance Lake and all pertinent surface topographic features including woods lines, surface and subsurface drainage features, and roadway features. The topographic survey must also include all storm drains, concrete channels, outfalls, utilities, curbs, structures and all other pertinent surface topographic features.
3. Perform geomorphic survey as necessary for the project's design and construction.
4. Identify the location and extent of existing easements for stormwater, floodplains, sewer, water, electric, and other utilities using as-built drawings and field surveys within the project area.
5. Prepare Boundary and Right of Way Survey for easement and construction document preparation.
6. Evaluate the results of the RSC geotechnical evaluation to determine location and extent of material suitable for onsite use.

If appropriate for use in the RSC and other Up Ditch BMPs, **use of the onsite material will significantly reduce project costs for the Up Ditch, LJC restoration, and Entrance Lake sediment removal.**

Task 3: Calculate preliminary project cost estimate.

1. Use topographic survey and geotechnical evaluation to estimate quantity of material to be disposed of offsite and the quantity of material suitable for use onsite, in the Up Ditch.
2. Estimate total design and construction costs based on preliminary site evaluation, geotechnical evaluation, material quantity estimate, and previous experience.
3. Provide the County with a preliminary itemized cost.

Phase II: Project Design

Task 4: Prepare design plans.

1. Prepare design plans removal of material from the upstream-most portions of Entrance Lake with significant deposition (approximately 2 acres). Include all related design details required for construction of the project. These plans shall include (but not be limited to) the following: Geometric layout, Dredging Plan, Details and Notes, Erosion & Sediment Control Plan, Sequence of Construction, Plans shall reference Richland County standard details when needed. In the event that a non-standard item is required, the design plans shall provide sufficient information for the construction of this item.
2. Prepare all required earth quantity estimates and prepare construction cost estimate.
3. Submit three (3) hardcopies and PDF of design documents for County review and comment.

4. Review County comments and schedule meeting to address unresolved issues. Prepare minutes of meeting.
5. Revise and finalize Design Plans and Documents to address County comments and issues resolved at the meeting.
6. Update the calculations based on the proposed design.

Task 5: Create construction documents necessary to build the project.

1. Provide final design plans, specifications, updated calculations, quantities, project summary, and other necessary documents.
2. Obtain the necessary federal, state, and local permits necessary to construct the project.
3. Submit three (3) 11x17 hardcopies and PDF of final design plans and PDFs of all other construction documents to County.
4. Submit project schedule.
5. Provide all digital data used to prepare final plans, including CADD files.

Phase III: Bidding or Additive Change Order

Task 6: Additive Change Order

1. Provide services to prepare and negotiate an additive change order with the existing LJC restoration contractor.

Task 7: Bidding

1. Should existing contractor negotiations prove unsuccessful, provide services for bidding, such as: advertising, pre-bid Meeting, RFI responses, preparation of addenda, and bid opening.

Assumptions:

1. New Easements will not be needed within the excavation area.
2. An Individual Permit will not be required by the US Army Corps of Engineers.

BASIS OF COMPENSATION

SECTION I - BASIC SERVICES (Up Ditch)

A. Site Evaluation, Survey and Easement Recordation	Lump Sum	\$85,000.00
B. Design	Lump Sum	\$103,300.00
C. Bidding or Additive Change Order	Lump Sum	\$23,000.00
SUB-TOTAL (Basic Services)		\$211,300.00

SECTION II - SPECIAL SERVICES (Entrance Lake)

A. Site Evaluation and Survey	Lump Sum	\$27,600.00
B. Design	Lump Sum	\$35,000.00
C. Bidding or Additive Change Order	Lump Sum	\$13,500.00
SUB-TOTAL (Special Services)		\$76,100.00

WORK AUTHORIZATION No. 9 TOTAL \$287,400.00

SECTION III - ADDITIONAL WORK

Any additional work required but not contained in the above scope of services will be paid for in accordance with the rate schedule in effect at the time and will be subject to prior approval by the OWNER.

Requested by:

Accepted by:

W. Anthony McDonald
County Administrator
Richland County, South Carolina

Terry A. Macaluso, PE
Vice President
W. K. Dickson & Co., Inc.

Witness

Witness

Date

Date

ATTACHMENT A



Item# 7

Attachment number 1
Page 14 of 14

Richland County Council Request of Action

Subject

Budget Amendment – Grant Match [**PAGES 76-80**]

Reviews

Richland County Council Request of Action

Subject: Budget Amendment – Grant Match

A. Purpose

County Council is requested to approve a budget amendment in the amount of \$167,583.00, increasing the amount of grant match available to departments for grants and match amounts that were approved by County Council in the FY15 budget process.

B. Background / Discussion

Many grant agencies require grant recipients to guarantee matching funds in order to receive their grant funds. For example, a federal grant may cover 75% of the total project cost and require the grantee, Richland County, to come up with the remaining 25% to secure the grant. Historically, Richland County has used a “grant match” account to cover the match required.

Each year during the budget process, departments request grant match funds for grants they think they will receive during the year. For FY15, department grant match requests totaled \$469,932.00. During the FY15 budget process, \$194,746.00 was approved for the “grant match” account. As grants are awarded, any required cash match is drawn down from this pool of funds on a first requested-first awarded approach. While funds are allocated each year for grant matching purposes, the fund amount is not enough to cover this year’s awards.

As of October 10, 2014, match amounts for confirmed awards and pending awards total \$361,425.00. A budget amendment is needed for \$167,583.00 to cover the shortfall. The attached spreadsheet shows the FY15 grant activity to date. If new / additional grants outside of this request are awarded during the fiscal year, staff will bring the grants to Council for approval of the grant itself and any grant match that may be required.

Included in the request for \$167,583.00 is a special request for extra match that was not approved in the FY15 budget in the amount of \$27,846.00 (see the yellow highlight on page 2 of the attached spreadsheet). The funds would go towards funding a shortfall in the approved Criminal Domestic Violence (CDV) Court grant for the Solicitor’s Office. Extra matching funds were budgeted for this grant, but the funds currently approved are not enough to cover the full cost of the program.

Staff asks that the full \$167,583.00 be approved, as grant periods are time sensitive.

C. Legislative/Chronological History

- This is a staff-initiated request.
- The grant match amount of \$194,746.00 was approved in FY15 budget June 2014.

D. Financial Impact

A budget amendment from the General Fund is needed for \$167,583.00. This action will require three readings and a public hearing.

E. Alternatives

1. Approve the request for a budget amendment for grant match in the amount of \$167,583.00.

Item# 8

2. Do not approve the request for a budget amendment for grant match in the amount of \$167,583.00, causing the County to return grant funds or reduce the scope and size of grant funded projects.

F. Recommendation

It is recommended that Council approve the request for a budget amendment of \$167,583.00 for grant match funds.

Recommended by: Sara Salley
Department: Administration
Date: 10/10/14

G. Reviews

(Please **SIGN** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers Date: 10/13/14
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean Date: 10/14/14
 Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Roxanne Ancheta Date: October 14, 2014
✓ Recommend Council approval Recommend Council denial
 Council Discretion (please explain if checked)
Comments regarding recommendation: It is recommended that Council approve the request for a budget amendment of \$167,583.00 for grant match funds.

FY15 General Fund Match Update as of 10.10.14									
Department	Project Name	Total Project Cost	Amount Requested	Cash Match Requested	Other Match Requested	FY15 Award	FY15 Match IFAS	FY15 Match Needed	Notes
Com Dev	HOME (HUD)	\$603,086	\$492,315	\$110,771	\$0			\$110,771	Award received, but not in IFAS as of 10/10/14
Conserv	Twenty-Five Mile Creek Nonpoint Source Water Quality Implementation	\$370,000	\$300,000	\$0	\$70,000			\$0	Award pending. Match to be paid from Stormwater
Coroner	Forensic Crime Scene Investigator (JAG)	\$207,442	\$186,711	\$20,731	\$0	\$0	\$0	\$0	Not funded
Court Admin	Court Technology Upgrade (JAG)	\$23,932	\$21,537	\$2,395	\$0	20391	\$0	\$2,266	Award received, but not in IFAS as of 10/10/14
ESD	EMS Grant in Aid - DHEC	\$63,300	\$60,000	\$3,300	\$0	\$28,125	\$0	\$3,300	Award received, but not in IFAS as of 10/10/14
ESD	Local Emergency Management Planning Grant (LEMPG)	\$116,395	\$110,000	\$6,395	\$0	\$89,739	\$6,395	\$0	
Sheriff	School Resource Officer-D5 (JAG)	\$136,807	\$123,126	\$13,681	\$0	\$106,548	\$11,839	\$0	
Sheriff	School Resource Officer-Westwood High (JAG)	\$57,405	\$51,664	\$5,741	\$0	\$51,664	\$5,741	\$0	
Sheriff	Crime Scene Unit (JAG)	\$70,013	\$63,012	\$7,001	\$0	\$63,012	\$7,001	\$0	
Sheriff	Ballistics Lab Equipment (JAG)	\$110,419	\$99,378	\$11,041	\$0	\$99,377		\$11,042	Award received, but not in IFAS as of 10/10/14
Sheriff	Victim Advocacy (VOCA) Award I	\$65,000	\$52,000	\$13,000	\$0	\$11,775	\$2,944	\$0	
Sheriff	Victim Advocacy (VOCA) Award II				\$0	\$35,323		\$8,831	Award received, but not in IFAS as of 10/10/14
Sheriff	Status Offender Intervention (JAG)	\$74,667	\$63,601	\$11,066	\$0	\$0	\$0	\$0	Not funded
Sheriff	Forensic DNA Backlog Reduction	\$150,000	\$117,234	\$32,766	\$0	\$200,000	\$0	\$0	Grantee required no match.
Sheriff	Bullet Proof Vest Partnership	\$40,000	\$20,000	\$20,000	\$0	\$0	\$0	\$0	Not funded

Item# 8

Attachment number 1

Page 3 of 4

Department	Project Name	Total Project Cost	Amount Requested	Cash Match Requested	Other Match Requested	FY15 Award	FY15 Match IFAS	FY15 Match Needed	Notes
Sheriff	Hispanic Outreach Advocacy (VAWA)	\$65,000	\$28,510	\$36,490	\$0	\$36,855		\$31,946	Award received, but not in IFAS as of 10/10/14. \$12,285 in match is required and \$19,661 in extra match was approved in the FY15 grant process to cover the anticipated award amount shortage. The department has been asked to deal with this issue each year during the budget process and has chosen to request additional funds to cover the difference.
Solicitor	Drug Prosecutor (JAG)	\$89,556	\$80,601	\$8,955	\$0	\$80,329	\$8,925	\$0	
Solicitor	Financial Crimes Prosecutor (JAG)	\$88,698	\$79,828	\$8,870	\$0	\$61,000		\$6,778	Award received, but not in IFAS as of 10/10/14
Solicitor	Solicitor's Investigator (JAG)	\$106,807	\$96,126	\$10,681	\$0	\$0	\$0	\$0	Not funded
Solicitor	Victim Advocates (VOCA) Award I	\$129,636	\$103,709	\$25,927	\$0	\$21,704	\$5,426	\$0	
Solicitor	Victim Advocates (VOCA) Award II				\$0	\$65,111		\$16,278	Award received, but not in IFAS as of 10/10/14
Solicitor	Central CDV Court (VAWA)	\$164,331	\$109,331	\$55,000	\$0	\$55,046		\$55,000	Award received, but not in IFAS as of 10/10/14. \$18,349 in match is required and \$36,651 in extra match was approved in the FY15 grant process to cover the anticipated award amount shortage. The department has been asked to deal with this issue each year during the budget process and has chosen to request additional funds to cover the difference.
Solicitor	Central CDV Court (VAWA)							\$27,846	New request to Council to cover additional match for the CDV Court grant that was not included in the FY15 budget due to miscalculation of match for the position amount as well as healthcare costs.
Solicitor	Veterans Treatment Court (DOJ)	\$264,483	\$198,362	\$66,121	\$0	\$0	\$0	\$0	Not funded
Com Dev	HOME						\$40,000		Extra allocation from general fund (Jackson Motion - approved)
Total Match for General Fund		\$2,996,977	\$2,457,045	\$469,932	\$70,000	\$535,032	\$88,271	\$274,058	
								\$194,746	Match Account Approved
								-\$88,271	Amount in IFAS as of 10/10/14
								\$106,475	Match available as of 10/10/14
								-\$274,058	Match from awards received, but not yet set up in IFAS
								-\$167,583	Match needed to cover approved grants (ROA Request)

Item# 8

Attachment number 1

Page 4 of 4

Richland County Council Request of Action

Subject

Extension of ACH Chemical Supply Contract-Utilities Broad River WWTF [**PAGES 81-91**]

Reviews

Richland County Council Request of Action

Subject: Extension of ACH Chemical Supply Contract-Utilities Broad River WWTF

A. Purpose

County Council is requested to extend for one year the purchase order to Gulbrandsen Technologies Inc. for the ongoing delivery of Aluminum Chlorohydrate (ACH) to the Broad River Wastewater Treatment Facility in an amount up to \$170,000.

B. Background / Discussion

The Broad River Wastewater Treatment Facility is required to remove phosphorous from the wastewater prior to discharging its effluent to the Broad River. The facility is required to remove phosphorous to certain limits as required by its NPDES discharge permit issued by the South Carolina Department of Health and Environmental Control (SCDHEC). Previous performance testing has found that the chemical, Aluminum Chlorohydrate (ACH)[GPAC2800] is the most cost-effective chemical available to assist with the phosphorous removal process.

To staff's knowledge there are only two manufacturers of ACH on the East Coast, one in Maryland and one in Orangeburg, South Carolina. All other suppliers purchase and redistribute ACH from one of these two manufacturers at a marked-up price. This product was bid by the County's Procurement Department in October 2011 (attached). The Orangeburg manufacturer, Gulbrandsen Technologies, Inc. was willing to supply directly to the County, along with only local shipping charges resulting in the low bid. The contract includes the option to renew annually. Typically chemicals are required to be re-bid on a five-year cycle.

During the past year the volume of chemical used and its related cost exceeded \$100,000. Therefore, issuing a purchase order for FY14-15 requires the approval of County Council. The vendor has indicated the unit cost for this year will remain the same.

C. Legislative / Chronological History

This is a staff-initiated request; however, the proposed FY14-15 budget for the Utilities' Broad River System was approved on June 12, 2014 following three readings of County Council which included funds for chemicals.

D. Financial Impact

There is no financial impact associated with approving this request as funds have been provided in the approved FY14-15 budget. There may be an indirect impact associated with SCDHEC penalties if a violation were to result from inadequate supply of chemical.

E. Alternatives

1. Approve the request to extend the purchase order to Gulbrandsen Technologies Inc. for the ongoing delivery of Aluminum Chlorohydrate (ACH) to the Broad River Wastewater Treatment Facility in an amount up to \$170,000 for the duration of FY14-15.
2. Do not approve the request to extend the purchase order to Gulbrandsen Technologies Inc. for the ongoing delivery of Aluminum Chlorohydrate (ACH) to the Broad River Wastewater Treatment Facility in an amount up to \$170,000 for the duration of FY14-15. This

Item# 9

alternative would potentially cause violations and associated fines against the Broad River WWTF NPDES permit.

3. Require the chemical contract to be re-bid. This alternative potentially would create delays in the supply of ACH increasing the risk of permit violations. As the vendor has confirmed no price increase for another year this alternative may not be justified by the additional effort to conduct the testing and re-bidding process with the likelihood of the same supplier remaining the low bidder.

F. Recommendation

It is recommended that Council approve the request to extend the contract for ACH to Gulbrandsen Technologies, Inc. for one year.

Recommended by: Raymond F. Peterson, PE

Department: Utilities

Date: 10/7/14

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/9/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Procurement

Reviewed by: Cheryl Patrick

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean

Date: 10/10/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Sparty Hammett

Date: 10/13/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

From: Dipen Bhatia [<mailto:dbhatia@gulbrandsen.com>]
Sent: Thursday, July 10, 2014 5:36 AM
To: Jennifer Wladischkin
Cc: JOSEPH RIVERS; Ashley Williams
Subject: Re: Contract for GPAC 2800

Good Morning Jennifer,

Thank you for your responding back.

We intend to renew to contract and so we glad to hear that the contract was rolled over for another year.

We would just require a blanket PO for our records.

Thank you again for giving us an opportunity to work with you for another year.

Best regards,

Dipen Bhatia | Account Manager
Gulbrandsen Technologies, Inc
2 Main Street, P O Box 5523 | Clinton, New Jersey 08809
ph: 908.735.5458 xt 1038 | fax: 302.340.1377|
email:dbhatia@gulbrandsen.com | www.gulbrandsen.com

"Experience Our Chemistry"

On Thu, Jul 10, 2014 at 1:28 AM, Jennifer Wladischkin <WladischkinJ@rcgov.us> wrote:

Good Afternoon,

It is my understanding that the County intends to renew the contract with Gulbrandsen for the next fiscal year and a requisition has been submitted. Do you need a Notice to Proceed for the renewal?

Jennifer Wladischkin

From: Dipen Bhatia [mailto:dbhatia@gulbrandsen.com]
Sent: Tuesday, July 01, 2014 8:21 AM
To: JOSEPH RIVERS; Jennifer Wladischkin
Subject: Contract for GPAC 2800

Good Morning Jennifer & Joseph,

This is in reference to the contract for GPAC 2800 for 2014-15. Based on my recent discussions and exchanges I learned that the contract is due to expire on June 30, 2014. We at Gulbrandsen are looking forward to continue the contract for another year. Please accept my apologies for too many follow ups, however my intention is just to understand the final decision made by both of you.

Based on my past conversation, I learned that there is a renewal option available and after talking to Joseph, I was pleased to know that you are happy with our product, services and delivery time.

If it is possible, could you please let me know if Gulbrandsen's contract was rolled over to another year?

I seek your help in the above matter.

Thank you again for your patience and help.

Best regards,

Dipen Bhatia | Account Manager
Gulbrandsen Technologies, Inc
2 Main Street, P O Box 5523 | Clinton, New Jersey 08809
ph: 908.735.5458 xt 1038 | fax: 302.340.1377 |
email: dbhatia@gulbrandsen.com | www.gulbrandsen.com

"Experience Our Chemistry"



Richland County Government Office of Procurement & Contracting

REQUEST FOR QUOTE
(This is not an order)

PAGE 1 OF 4

IMPORTANT: If unable to quote, please so indicate on this form and return. Richland County Government (County) is not responsible for any cost incurred in responding, preparing and submitting a quote or to award a contract. Any representations and/or certifications attached to the Quote must be completed and executed by an authorized Agent of the company.

TO BE COMPLETED BY PURCHASING AGENT

FROM: Jennifer Wladischkin		TITLE: Buyer		EMAIL: wladischkini@rcgov.us	
Telephone #:(803)576- 2126		Fax #:(803)576-2135			
PROJECT TITLE: Request for Chemical Aluminum Chlorohydrate					
QUOTE # RC-QUOTE- 11	ISSUE DATE OF QUOTE: 9/26/11	ADDENDUM # n/a	Please furnish quote to this office on or before date, day and time shown in block below.		
Payment Terms: Minimum of Net 30	ALL DELIVERIES MUST BE FOB DESTINATION	Date: 10/3/11	Day: Monday	Time: 2:00pm	
All cost and prices given must be in United States of America's currency (U.S. Dollar and Cents)					
All submittals must be in English; Offers received in other than English shall be rejected.					
All quotes must remain firm for a period of thirty (30) calendar days from quote due date unless, otherwise stipulated and agreed to by both parties.					
Please quote your firm's delivered prices for the item(s) described. State the manufacturer's model number, or any deviation from the county's specifications to include descriptive literature. Your offer must be completed on this form.					
The County established a fifteen percent (15%) minority-women owned business enterprise and a twenty percent (20%) local business participation goal. Respondents are encouraged to assist the County in attaining its goal.					
Richland County Government reserves the right to accept or reject any and all offers, to waive technicalities and to make an award as deemed in the County's best interest. Quotes received after date and time required shall not be considered. This solicitation includes SCHEDULE "A" and any attachments so noted.					
Contract #:			Department:		
Signature:			Award Date:		

MUST BE COMPLETED BY VENDOR OR CONTRACTOR

BUSINESS CLASSIFICATION (Check appropriate boxes)		<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Partnership
		<input checked="" type="checkbox"/> Corporation	<input type="checkbox"/> Trading under Trade Name
		<input type="checkbox"/> Individual	<input type="checkbox"/> Other
Disadvantage Business Enterprise Classification (Check Appropriate box)	<input type="checkbox"/> African-American Female (AAF)	<input type="checkbox"/> Hispanic Female (HF)	
	<input type="checkbox"/> African-American Male (AAM)	<input type="checkbox"/> Hispanic Male (HM)	
	<input type="checkbox"/> Asian Female (AF)	<input type="checkbox"/> Native American Female (NAF)	
	<input type="checkbox"/> Asian Male (AM)	<input type="checkbox"/> Native American Male (NAM)	
	<input type="checkbox"/> White Female (WF)	<input type="checkbox"/> Other:	
		Please indicate estimated delivery date in calendar days: 2 in 3 business days	Please indicate method of shipment and delivery: Delivery by Tanker Trucks
Name of company: Gubransen Technologies, Inc			
Address of company: 2 Main Street, P O Box 5523, Clinton, New Jersey 08809.			
Is the company an Equal Opportunity Employer: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			

2020 Hampton Street, Suite 3064 (Third Floor), Columbia, South Carolina 29204-1602

SCHEDULE A
MUST BE COMPLETED BY VENDOR OR CONTRACTOR

(Include applicable taxes and freight on separate lines)

Page 2 of 4 Pages

Item # (a)	Supplies/Goods/Services/Equipment/Vehicles (b)	Quantity (c)	Unit of Issue (d)	Unit Price (e)	Total (f)
(1)	Aluminum Chlorohydrate (ACH) 50% solution, for the removal of phosphorous at Richland County's activated sludge wastewater treatment facility. Must include a Certificate of Analysis, Specification Sheet, and MSDS. May be required to submit a (1) gallon sample for laboratory bench performance testing at the County's laboratory. If requested, this sample should be provided within (3) business days. See attached for requirements and instructions. Please quote both bulk pricing, minimum 1/2 tanker load and 275-gallon tote. Offerors must include shipping for both bulk and tote orders.	220,000	Lbs.		
	Bulk- Minimum 1/2 Tanker Load			\$0.39/lb	\$66,000.00
	275- Gallon Tote			\$0.44/lb	\$1,350.00
	SHIPPING				
	SUB-TOTAL				
	TAX (7%)				
	GRAND TOTAL				

The Offeror shall furnish items identified under description in accordance with Special Conditions/Provisions, specifications and all other terms and conditions as set forth elsewhere herein. By executing this document the Offeror is agreeing to and acknowledging the acceptances of the responsibility to provide all as specified; this page must be submitted with the Offer. The Offeror also understands by executing and dating this document proposed prices shall hold firm for a period of not less than 180 calendar days after the date of the solicitation opening.

Company name: Gulbrandsen Technologies, Inc	
Name of Agent (Print or Type): Holly E. Gordeuk	
Title: Corporate Account Manager	Date: 10/4/2011
Signature of Agent: <i>Holly E. Gordeuk</i>	
Telephone # 908-735-5458 ext 1106	Fax #: 908-548-9700
Federal Identification Number: 222-492-075	
Email address: bks@gulbrandsen.com	
Subscribed and sworn to me this 3 day of October	
my commission expires: 2/5/2013	Title: Notary

(Must be notarized by a Notary Public)

Heather L. Hoffman

HEATHER L. HOFFMAN
NOTARY PUBLIC OF NEW JERSEY
 Commission Expires 2/5/2013

SEAL

Item# 9

Attachment number 1
 Page 6 of 10

**RICHLAND COUNTY UTILITIES DEPARTMENT
REQUEST FOR CHEMICAL
ALUMINUM CHLOROHYDRATE**

The Richland County Utilities Department is requesting delivery of an approximate fifty percent (50%) solution of ALUMINUM CHLOROHYDRATE (ACH) for the removal of phosphorous at its activated sludge (Sequential Batch Reactor) wastewater treatment facility located in Irmo, South Carolina.

The chemical supplied shall meet the following minimum requirements:

	Minimum	Maximum
Aluminum	10.97%	12.8%
Aluminum Oxide	20.6%	21.8%
Chloride	7.1	8.4
Approx. Al:Cl	1.9:1	2.1:1
Specific gravity	1.25	1.35
pH	4.0	7.5
Basicity	75%	90%
Appearance	clear to slightly translucent	
Aluminum Chlorohydrate	nominal 50% solution	

There shall be no significant amounts of impurities such as heavy metals, mercury or arsenic that would cause interference with or pass-through of the treatment process to cause non-compliance with the facility NPDES permit or any water quality criteria established by the South Carolina Department of Health and Environmental Control and/or the US Environmental Protection Agency, or amounts exceeding industry standards for this chemical for the intended use.

Submittal for Laboratory Performance Testing

In addition to the vendor submitting a Certificate of Analysis for the proposed product with the bid submittal, the vendor may be required to submit for testing an approximate one (1) gallon sample for laboratory bench performance testing to the County's laboratory for testing on actual wastewater sludge and/or other process streams for comparative phosphorous removal and other reactions to be observed. The sample will only be required if requested by the County and shall be provided within three (3) business days after a written request (e-mail or fax) is made to the vendor. If it is determined that a product is less effective than another or the product has side effects to the process, the selection may not be made on price alone as protection of the process and product cost-effectiveness is of utmost importance. The product sample shall be provided at no additional cost to the County and shall be delivered with proper labeling and handling to:

Broad River Regional Wastewater Treatment Facility
Attn: Laboratory Director
1183 Shadywood Ln
Irmo, SC 29063

Submittal for Full Scale Plant Testing

Following laboratory bench testing the most apparent, cost-effective responsible bidder shall ship to the County's wastewater treatment facility at the above address one (1), approximate two hundred seventy-five (275) gallon tote (or other standard size container of similar quantity) of the proposed chemical to be supplied. The County shall be invoiced for the product at the unit cost and shipping charges as stated by the vendor in the bid submittal.

Upon successful full-scale plant testing, it is the intent of the County to purchase the proposed product on a further basis, subject to ongoing periodic testing and demonstrated continued performance; however the County reserves the right to reject or seek reimbursement for a shipment that does not meet the stated performance criteria or if it is determined the product had adverse effects on the plant process. The County also reserves the right to rebid or discontinue the product at any time for any reason.

Anticipated Purchase Quantities

The wastewater treatment facility currently purchases approximately one-half a tanker load about once a month; however full loads or totes may be requested as needed. The supplier/vendor shall have adequate chemical on hand to meet the needs of the County's facility on a regular basis.

Receiving Deliveries

Product shall be shipped to the County's wastewater facility to arrive no later than 4-5 business days after the order is placed. Deliveries shall be received Monday through Thursday, 7:30 AM to 4:00 PM and on Fridays 7:30 AM to 2:30 PM. The driver shall be responsible for off-loading the product into the facility's 10,000 gallon storage tank. The driver shall provide a bill of lading and coordinate with a plant supervisor before any chemical is discharged. The facility is secured at all times and entry is gained through communication via a local call-box at the entrance gate. The driver shall be responsible for clean-up of spills during off-loading. If totes are received they shall be on sturdy pallets and plant personnel will assist in unloading using a skid-steer loader with fork attachments unless other arrangements are made in advance.

Bid Submittal

All bids shall be submitted to the County's procurement office in accordance with the information provided in the bid package and within the time and date posted in the solicitation. Bidder's information shall be submitted on the following bid sheet. In addition, the bidder shall provide a specification sheet, Material Safety Data Sheet, and Certificate of Analysis for the proposed product. Incomplete submittals will not be accepted. All questions on bidding shall be communicated to the Director of Procurement.



GPAC 2800 PRODUCT SPECIFICATIONS

<u>PARAMETER</u>	<u>SPECIFICATION</u>
SPECIFIC GRAVITY (@ 20°C)	1.330 - 1.350
%Al	12.2 - 12.7
%Cl	7.9 - 8.4
Al:Cl Ratio	1.9:1 - 2.1:1
pH (30%w/w)	4.0 - 4.4
%BASICITY	82.5 - 84.3
APPEARANCE	CLEAR TO SLIGHTLY HAZY



Gulbrandsen Technologies, Inc. and its divisions, affiliates and subsidiaries ("Gulbrandsen") believe that the information contained in each material safety data sheet ("MSDS"), technical data sheet ("TDS"), product information brochure and/or information contained herein (including data and statements) is accurate as of the date of publication. The MSDSs, TDSs, product information brochures, and information contained herein are referred to collectively as the "Data Sheets". It is the responsibility of the user to obtain and use the most recent version of the Data Sheets. Each Data Sheet relates only to the specific product designated therein and may not be valid where such product is used in combination with any other materials or in any process. Further, since the conditions and methods of use of the product and information are beyond the control of Gulbrandsen, Gulbrandsen expressly disclaims any and all liability as to any consequential damages or results obtained or arising from any use of the products or the information contained in the Data Sheets. **NO WARRANTY OF MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE OR ANY OTHER WARRANTY, EXPRESS OR IMPLIED, IS MADE AS CONCERNS THE DATA SHEETS OR THE RELATED PRODUCTS.**

No statement made in the Data Sheets or by any employee or agent of Gulbrandsen shall be construed as a permission or recommendation for the use of any product in a manner that might infringe existing patents. No employee, agent, distributor, or sales representative is authorized to vary the terms of the above paragraph, to make any statements, representations, or warranties inconsistent with the above paragraph, or to provide any information that is at variance with the above paragraph. All materials related to the product are subject in all respects to the above paragraph and to the extent that they are inconsistent with the above paragraph, the terms of the above paragraph shall control.

Revised: 04/17/2008
Supersedes: 01/01/2003

GULBRANDSEN TECHNOLOGIES, INC.
2 Main Street • P.O. Box 5523 • Clinton, New Jersey 08809
908-735-5458 • Fax 908-735-6971



Gulbrandsen Technologies Inc.
2 Main Street n. P.O. Box 5523
Clinton, NJ 08809
☎ 908.735.5458
FAX 908.735.6971
WEB www.gulbrandsen.com

October 3, 2011

To
Jennifer Wladischkin
Buyer
Richland County Office of Procurement & Contracting
2020 Hampton Street, Suite 3064
Columbia, SC 29204

Subject: Re: Request for Quote # 12 for ACH

Dear Jennifer;

We at Gulbrandsen Technologies Inc are submitting the necessary Information for the **Aluminum Chlorohydrate RFQ for Richland County, SC**

- 1 #Product: **Aluminum Chlorohydrate (GPAC 2800)**
Packaging: **½ load (Bulk) (22,500 lbs per delivery)**
Order Lead Time: **2-3 Days from the receipt of Order**
Contract Period: **180 days minimum**
Unit Price/Pound: **\$0.30 /lb (Delivered)**
Ship to Location: **Richland County Waste water treatment plant, Irmo, SC**
- 2 #Product: **Aluminum Chlorohydrate (GPAC 2800)**
Packaging: **275 gallon tote for trial**
Order Lead Time: **2-3 Days from the receipt of Order**
Unit Price/Pound: **\$0.44 /lb (Delivered)**
Ship to Location: **Richland County Waste water treatment plant, Irmo, SC**

The documents enclosed are:

1. Cover Letter
2. RFQ
3. Product Specifications
4. MSDS
5. NSF Certificate

If any further clarifications are needed on any of the above please feel free to contact me at the below mentioned number. We look forward to doing business with you in the future.

Regards,


Dipen Bhatia
Account Representative
Gulbrandsen Technologies Inc
803-531-2413 xt 4004
dbhatia@gulbrandsen.com



Richland County Council Request of Action

Subject

Coroner-Purchase of Three 2015 Chevy Tahoes **[PAGES 92-94]**

Reviews

Richland County Council Request of Action

Subject: Coroner-Purchase of Three 2015 Chevy Tahoes

A. Purpose

County Council is requested to approve the expenditure of \$107,112.00 for the purchase of three 2015 Chevrolet Tahoes for the Coroner's Office.

B. Background / Discussion

Funds in the amount of \$114,000.00 were approved in the Coroner's 2014-2015 Budget for the purchase of vehicles and related equipment. The Coroner utilizes Chevrolet Tahoes, which were not on the state contract for purchase this year. A request was submitted for bids to be taken to determine the vendor for the purchase of three Chevy Tahoes. There were twenty one vendors notified but only two bid packages were received. One of the bids received did not conform to the requirements of the Request for Bid and was considered non-responsive. The one bid that met the requirements and was recommended for acceptance was from Love Chevrolet, Columbia, SC. The price per vehicle was \$35,404.00 plus \$300.00 tax.

C. Legislative / Chronological History

This is a staff-initiated request. Therefore, there is no legislative history.

D. Financial Impact

A total amount of \$114,000.00 was budgeted in line item number 1100240000-531300 for the purchase of three vehicles, lights and sirens for the Coroner's Office.

2015 Chevy Tahoe (price per vehicle)	\$35,404.00
Tax per vehicle	\$300.00
<hr/>	
Total per vehicle	\$35,704.00
<hr/>	
Total For 3 Vehicles	\$107,112.00

E. Alternatives

1. Approve the request to expend \$107,212.00 that was budgeted for the purchase of three Chevy Tahoes to allow the Coroner's Office fleet to remain operational with minimal down time.

2. Do not approve the request to expend the \$107,212.00 that was budgeted for the purchase of three Chevy Tahoes for the Coroner's Office. If this alternative is chosen, the fleet would continue to deteriorate, causing additional funds to be spent on increased maintenance, while also causing down-time in staff operations when the current vehicles are in the shop for maintenance.

F. Recommendation

It is recommended that Council approve the request to expend \$107,212.00 to purchase three 2015 Chevy Tahoes for the Coroner’s Office.

Recommended by: Coroner Gary Watts

Department: Coroner

Date: 10/02/2014

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/3/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Funding included in department FY15 budget.

Procurement

Reviewed by: Cheryl Patrick

Date: 10/3/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Procurement processed a solicitation – saving almost \$7000 on the purchase.

Support Services

Reviewed by: John Hixon

Date: 10/6/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Local vendor was selected based on Procurements solicitation while matching the Fleet Managers recommendation for replacement of three 2004 high mileage units in the Coroners existing fleet.

Legal

Reviewed by: Elizabeth McLean

Date: 10/6/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Warren Harley

Date: 10/10/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Richland County Council Request of Action

Subject

Ordinance amending Hospitality Tax Ordinance so as to delete historical disbursement references and inaccurate language and clarifying base amounts for Ordinance Agencies for annual budget discussions [**PAGES 95-107**]

Reviews

Richland County Council Request of Action

Subject: Ordinance amending Hospitality Tax Ordinance so as to delete historical disbursement references and inaccurate language and clarifying base amounts for Ordinance Agencies for annual budget discussions.

A. Purpose

County Council is requested to approve an ordinance amending the Hospitality Tax (HTax) Ordinance so as to clean up the ordinance to remove historical disbursement and inaccurate language therein. Additionally, County Council is requested to clarify what the funding base should be when discussing the HTax Ordinance Agency funding levels each year during the annual budget process.

B. Background / Discussion

At the October 7, 2014 Council meeting, Mr. Pearce brought forth the following motion:

“I move that the wording of the current Hospitality Ordinance be reviewed to ensure that the Ordinance accurately reflects County Council's position on base funding of the designated "Ordinance Agencies" as voted on and approved by Council. Further, that any recommended changes in wording of the Hospitality Ordinance deemed necessary by staff in order for the document to fully comply with actions taken by Council be made, presented to Council in a clearly highlighted manner and returned to Council for final approval.”

At the September 23, 2014, A&F Committee, a Request of Action (ROA) routed attempting to add the Township Auditorium as an ordinance agency in the Hospitality Tax ordinance and to clean up some of the language of the ordinance that was historical in nature and sometimes inaccurate and misleading. At the meeting, the Committee decided to split the two issues and sent to Council the addition of the Township only. That ordinance amendment received first reading on October 7, 2014. As a part of the split, staff was asked to prepare a separate ROA to clean up the historical references and inaccuracies.

As a reminder, in the FY2014-2015 annual budget process, County Council voted to add the Township as an Ordinance Agency (i.e. one of the specifically named entities to receive HTax disbursement each year). In accordance with that vote, the standalone HTax ordinance is in the process of being amended to reflect the change.

Along with that change, two other changes are proposed to provide a cleaner, more accurate HTax ordinance.

The first suggested change is the removal of the specific dollar amounts mentioned in the ordinance for the Ordinance Agencies, as those amounts are inaccurate and are now set during the annual budget process.

The second change involves removing all historical disbursement references, so as to make the ordinance more accurate and easier to follow and to reflect the actual process that takes place as a part of the HTax disbursement and auditing. This change is not substantive in any way; rather, it is a “house cleaning” item. The historical references will still be available, if

needed, as originals of all ordinances are housed in the County's Legal Department and are available for review at any time; thus, previous versions of the Hospitality Tax Ordinance are always preserved.

In addition to the aforementioned changes, County Council is requested to clarify what the funding base should be when discussing the HTax Ordinance Agency funding levels each year during the annual budget process.

At the November 5, 2013 Council meeting, Council voted and approved the following action:

An Ordinance Amending the Richland County Code of Ordinances, Chapter 23, Taxation; Article VI, Local Hospitality Tax; Section 23-69, Distribution of Funds, so as to clarify and revise the language therein – Mr. Manning stated that the committee recommended to make Hospitality Ordinance agencies funding amounts flexible, remove ordinance language discussing annual, automatic CPI-based increases and decreases. To allow in the budget process, the consideration of the budget amounts that are in the Hospitality Tax Ordinance (Columbia Museum of Art, Historic Columbia Foundation, EdVenture, and County Promotions) and have them on the floor each year for discussion and recommendation. It is further recommended that First Reading be given to the amended ordinance. A discussion took place. The vote was in favor.

C. Legislative / Chronological History

- November 5, 2013, Council voted to remove make Hospitality Ordinance agencies funding amounts flexible, remove ordinance language discussing annual, automatic CPI-based increases and decreases. To allow in the budget process, the consideration of the budget amounts that are in the Hospitality Tax Ordinance and have them on the floor each year for discussion and recommendation.
- Follow-up to the FY2014-2015 budget ordinance.
- Motion of A&F Committee (September 23, 2014) to split changes into two different ordinance amendments
- At the October 7, 2014 Council meeting, Mr. Pearce brought forth the following motion:

“I move that the wording of the current Hospitality Ordinance be reviewed to ensure that the Ordinance accurately reflects County Council's position on base funding of the designated "Ordinance Agencies" as voted on and approved by Council. Further, that any recommended changes in wording of the Hospitality Ordinance deemed necessary by staff in order for the document to fully comply with actions taken by Council be made, presented to Council in a clearly highlighted manner and returned to Council for final approval.”

D. Financial Impact

None associated with this amendment.

E. Alternatives

1. Approve the ordinance amendment and clarify what the funding base should be when discussing the HTax Ordinance Agency funding levels each year during the budget (\$0, the current FY funding amounts or another amount set by County Council).

2. Do not approve the ordinance amendment and clarify what the funding base should be when discussing the HTax Ordinance Agency funding levels each year during the budget (\$0, the current FY funding amounts or another amount set by County Council).
3. Approve the ordinance amendment with the changes and clarify what the funding base should be when discussing the HTax Ordinance Agency funding levels each year during the budget (\$0, the current FY funding amounts or another amount set by County Council).

F. Recommendation

This recommendation was made by Mr. Pearce. This is a policy decision for Council.

Recommended by: Gregory Pearce
 Department: County Council
 Date: 10/7/14

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers Date: 10/15/14
 Recommend Council approval Recommend Council denial
 Comments regarding recommendation:

As stated above, this is a policy for Council.

Grants

Reviewed by: Sara Salley Date: 10/15/14
 Recommend Council approval Recommend Council denial
 Comments regarding recommendation:

This is a policy decision for Council.

Legal

Reviewed by: Elizabeth McLean Date: 10/16/14
 Recommend Council approval Recommend Council denial
 Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Tony McDonald Date: 10/22/14
 Recommend Council approval Recommend Council denial
 Comments regarding recommendation: (1) With respect to the clean-up language, I recommend approval of the language as proposed, which will make the Hospitality Tax

Ordinance consistent with budget decisions made by the Council during the FY 15 budget adoption process.

(2) With respect to the dollar amount at which each Ordinance Agency enters the budget process for the subsequent fiscal year's budget, Administration has no preference as to what the starting point should be. I do recommend, however, that a rule of thumb be established, whether the starting point is \$0, or the current (at the time) year's amount, or some other amount altogether. Having a known starting point for each Ordinance Agency will be a great help to Administration, Finance and Budget as we prepare the budget draft that we ultimately submit to the Council for consideration.

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ____-14HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES,
CHAPTER 23, TAXATION; ARTICLE VI, LOCAL HOSPITALITY TAX; SO AS TO
DELETE HISTORICAL DISBURSEMENT REFERENCES.

Pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, BE IT ENACTED BY RICHLAND COUNTY COUNCIL:

SECTION I. The Richland County Code of Ordinances; Chapter 23, Taxation; Article IV, Local Hospitality Tax; is hereby amended to read as follows:

ARTICLE VI. LOCAL HOSPITALITY TAX

Sec. 23-65. Definitions.

Whenever used in this article, unless a contrary intention is clearly evidenced, the following terms shall be interpreted as herein defined:

Local Hospitality Tax means a tax on the sales of prepared meals and beverages sold in establishments or sales of prepared meals and beverages sold in establishments licensed for on-premises consumption of alcoholic beverages, beer, or wine, within the incorporated municipalities and the unincorporated areas of the county.

Person means any individual, firm, partnership, LLP, LLC, cooperative, nonprofit membership, corporation, joint venture, professional association, estate, trust, business trust, receiver, syndicate, holding company, or other group or combination acting as a unit, in the singular or plural, and the agent or employee having charge or control of a business in the absence of the principals.

Prepared Meals and Beverages means the products sold ready for consumption either on or off premises in businesses classified as eating and drinking places under the Standard Industrial Code Classification Manual and including lunch counters and restaurant stands; restaurants, lunch counters, and drinking places operated as a subordinate facility by other establishments; and bars and restaurants owned by and operated for members of civic, social, and fraternal associations.

Richland County means the county and all of the unincorporated areas within the geographical boundaries of the county and all of the incorporated municipalities of the county.

Sec. 23-66. Local Hospitality Tax.

A local hospitality tax is hereby imposed on the sales of prepared meals and beverages sold in establishments within the incorporated municipalities and the unincorporated areas of the county. The local hospitality tax shall be in an amount equal to two percent (2%) of the gross proceeds of sales of prepared meals and beverages sold in establishments located within the unincorporated areas of the county and within the boundaries of the incorporated municipalities which have consented, by resolution adopted by their governing body, to the imposition of the local hospitality tax in the amount of two percent (2%). The local hospitality tax shall be in an amount equal to one percent (1%) of the gross proceeds of sales of prepared food and beverages sold in establishments located within the boundaries of the incorporated municipalities within the county which do not give their consent to the imposition of the local hospitality tax. Provided, however, the county shall not impose a local hospitality tax on those municipalities that have adopted a two percent (2%) local hospitality tax prior to July 1, 2003. Effective July 1, 2009 through June 30, 2011, the county shall temporarily reduce the local hospitality tax to one percent (1%) of the gross proceeds of sales of prepared meals and beverages sold in establishments located within the unincorporated areas of the county. This temporary suspension shall not affect the hospitality tax rates within the boundaries of any incorporated municipality.

Sec. 23-67. Payment of Local Hospitality Tax.

(a) Payment of the Local Hospitality Tax established herein shall be the liability of the consumer of the services. The tax shall be paid at the time of delivery of the services to which the tax applies, and shall be collected by the provider of the services. The County shall promulgate a form of return that shall be utilized by the provider of services to calculate the amount of Local Hospitality Tax collected and due. This form shall contain a sworn declaration as to the correctness thereof by the provider of the services.

(b) The tax provided for in this Article must be remitted to the County on a monthly basis when the estimated amount of average tax is more than fifty dollars (\$50.00) a month, on a quarterly basis when the estimated amount of average tax is twenty-five dollars (\$25.00) to fifty dollars (\$50.00) a month, and on an annual basis when the estimated amount of average tax is less than twenty-five dollars (\$25.00) a month.

(c) The provider of services shall remit the local hospitality tax voucher form, a copy of the State of South Carolina sales tax computation form and/or other approved revenue documentation, and the hospitality taxes when due, to the County on the 20th of the month, or on the next business day if the 20th is not a business day.

Sec. 23-68. Local Hospitality Tax Special Revenue Fund.

An interest-bearing, segregated and restricted account to be known as the “Richland County Local Hospitality Tax Revenue Fund” is hereby established. All revenues received from the Local Hospitality Tax shall be deposited into this Fund. The principal and any accrued interest in this Fund shall be expended only as permitted by this ordinance.

Sec. 23-69. Distribution of Funds.

(a) (1) The County shall distribute the Local Hospitality Tax collected and placed in the "Richland County Local Hospitality Tax Revenue Fund" to each of the following agencies and purposes ("Agency") in ~~the following~~ amounts ~~during fiscal year 2003-2004~~ as determined by County Council annually during the budget process:

Columbia Museum of Art	\$650,000
Historic Columbia	250,000
EdVenture Museum	100,000
County Promotions	200,000
<u>Township Auditorium</u>	

(2) The amounts distributed to the Columbia Museum of Art, Historic Columbia, ~~and EdVenture Museum,~~ and the Township Auditorium shall be paid quarterly ~~beginning October 1, 2003.~~ The amount distributed to organizations receiving County Promotions shall be paid to the organization as a one-time expenditure ~~beginning in fiscal year 2008-2009.~~

(3) As a condition of receiving its allocation, the Columbia Museum of Art, Historic Columbia, ~~and EdVenture Museum,~~ and the Township Auditorium must annually submit to the County an affirmative marketing plan outlining how the agency will use its hospitality tax allocation for tourism promotion in the upcoming fiscal year. The plan shall include a detailed project budget which outlines the agency's proposed use of hospitality tax funds. The marketing plan shall also outline how the agency will promote access to programs and services for all citizens of Richland County, including documentation of "free" or discounted services that will be offered to Richland County residents. In addition, each Agency shall demonstrate a good faith effort to expand programs and events into the unincorporated areas of Richland County. The annual marketing plan shall be due to the ~~County Administrator~~ Grants Manager no later than March 1 of each year. If an Agency fails to comply with these requirements, its portion of the Local Hospitality Tax shall be retained in the Richland County Local Hospitality Tax Revenue Fund and distributed as provided in ~~sub~~Section 23-69 (f b) below.

(4) For the amounts distributed under the County Promotions program, funds will be distributed with a goal of seventy-five percent (75%) dedicated to organizations and projects that generate tourism in the unincorporated areas of Richland County and in municipal areas where Hospitality Tax revenues are collected by the county. These shall include:

a. Organizations that are physically located in the areas where the county collects Hospitality tax Revenues, provided the organization also sponsors projects or events within those areas;

b. Organizations that are not physically located in the areas where the county collects Hospitality Tax Revenues; however, the organization sponsors projects or events within those areas; and

c. Regional marketing organizations whose primary mission is to bring tourists to the region, including the areas where the county collects Hospitality Tax revenues.

(5) In the event Local Hospitality Tax revenues are not adequate to fund the Agencies listed above in the prescribed amounts, each Agency will receive a proportionate share of the actual revenues received, with each Agency's share to be determined by the percentage of the total revenue it would have received had the revenues allowed for full funding as provided in subsection (a)(1) above.

~~(b) In each of fiscal years 2004-2005 and 2005-2006, the Local Hospitality Tax shall be distributed to each Agency named above in the same amounts and on the same terms and conditions, together with a three percent (3%) increase in each of fiscal year 2004-2005 and 2005-2006.~~

~~(c) In fiscal year 2006-2007, the amount of Local Hospitality Tax to be distributed annually to each Agency named above shall be established in the County's FY 2006-2007 Budget Ordinance.~~

~~(d) In fiscal years 2007-2008 and 2008-09, the amount of Local Hospitality Tax to be distributed annually to each Agency named above shall be increased based on the revenue growth rate as determined by trend analysis of the past three years, but in any event not more than 3%.~~

~~(e) Beginning in fiscal year 2009-2010 and continuing thereafter, the amount of Local Hospitality Tax to be distributed to each Agency named above shall be determined by County Council annually during the budget process or whenever County Council shall consider such distribution or funding.~~

~~(f)~~ (b) All Local Hospitality Tax revenue not distributed pursuant to ~~subsections 23-69(a) through (e)~~ above shall be retained in the Richland County Local Hospitality Tax Revenue Fund and distributed as directed by County Council for projects related to tourism development, including, but not limited to, the planning, development, construction, promotion, marketing, operations, and financing (including debt service) of ~~the State Farmer's Market (in lower Richland County), Township Auditorium, a new recreation complex (in northern Richland County), recreation capital improvements, Riverbanks Zoo, and other~~ expenditures as provided in Article 7, Chapter 1, Title 6, Code of Laws of South Carolina 1976 as amended.

~~Sec. 23-70. Re-distribution of the County's General Fund.~~

~~———— A portion of the general fund revenue that was historically appropriated for the agencies and purposes identified in Section 23-69, subsections (a) and (d), shall in fiscal year 2004 be appropriated in an amount equivalent to one-quarter mill to each of the following entities, subject to approval of the general fund budget: 1) the Richland County Conservation Commission, and 2) the Neighborhood Redevelopment Commission. Thereafter, beginning in fiscal year 2005, an amount equivalent to one-half mill shall be appropriated to each of these two agencies, subject to approval of the general fund budget. Each such entity shall be established and accounted for as a Special Revenue Fund. There shall be no additions to the Statutory and Contractual Agencies funded through the County's General Fund Budget, except as required by state or federal law.~~

Sec. 23-~~71~~70. Oversight and Accountability.

The following organizations: the Columbia Museum of Art, Historic Columbia, ~~and~~ EdVenture Museum, and the Township Auditorium must submit a mid-year report by January 31 and a final report by July 31 of each year to the Richland County ~~Administrator~~ Grants Manager, which includes a detailed accounting of all hospitality tax fund expenditures and the impact on tourism for the preceding fiscal year, including copies of invoices and proof of payment. The county shall not release hospitality tax funds to any agency unless that agency has submitted an acceptable final report for the previous fiscal year. If an Agency fails to comply with these requirements by the July 31 deadline, its portion of the Local Hospitality Tax shall be retained in the Richland County Local Hospitality Tax Revenue Fund and may be distributed as provided in Section 23-69 (~~f~~ b).

Any organization receiving County Promotions funding must comply with all requirements of this article, as well as any application guidelines and annual reporting requirements as established by council, to include a detailed reporting of all grant expenditures.

Sec. 23-~~72~~71. Inspections, Audits and Administration.

(a) For the purpose of enforcing the provisions of this article, the County Administrator or other authorized agent of the county is empowered to enter upon the premises of any person subject to this article and to make inspections, examine, and audit books and records.

(b) It shall be unlawful for any person to fail or refuse to make available the necessary books and records during normal business hours upon twenty-four (24) hours' written notice. In the event that an audit reveals that the remitter has filed false information, the costs of the audit shall be added to the correct amount of tax determined to be due.

(c) The county administrator or other authorized agent of the county may make systematic inspections of all service providers that are governed by this article. Records of inspections shall not be deemed public records.

Sec. 23-~~73~~72. Assessments and appeals of hospitality tax.

(a) When a person fails to pay or accurately pay their hospitality taxes or to furnish the information required by this Article or by the Business Service Center, a license official of the Business Service Center shall proceed to examine such records of the business or any other available records as may be appropriate and to conduct such investigations and statistical surveys as the license official may deem appropriate to assess a hospitality tax and penalties, as provided herein.

(b) Assessments of hospitality taxes and/or penalties, which are based upon records provided by businesses, shall be conveyed in writing to businesses. If a business fails to provide records as required by this Article or by the Business Service Center, the tax assessment shall be served by certified mail. Within five (5) business days after a tax assessment is mailed or otherwise conveyed in writing, any person who desires to have the

assessment adjusted must make application to the Business Service Center for reassessment. The license official shall establish a procedure for hearing an application for a reassessment, and for issuing a notice of final assessment.

(c) A final assessment may be appealed to the County Council, provided that an application for reassessment was submitted within the allotted time period of five business days. However, if no application for reassessment is submitted within the allotted time period, the assessment shall become final.

(d) Requests for waivers of penalties, as described in Sec. 23-74 (b), shall be submitted to the Business Service Center Director simultaneously with corroborating documentation relating to the validity of the appeal within five (5) business days of receipt of a tax assessment. The Director shall determine if the provided documentation confirms the circumstances permitting a waiver of penalties as described in the aforementioned section. A decision shall be provided in writing within five (5) business days of the receipt of the request. Businesses wishing to appeal the decision of the Business Service Center Director may appeal to the Richland County Council within five (5) business days of receipt of the Director's decision.

Sec. 23-~~74~~73. Violations and Penalties.

(a) It shall be a violation of this Article to:

- (1) fail to collect the Local Hospitality Tax as provided in this Article,
- (2) fail to remit to the County the Local Hospitality Tax collected, pursuant to this Article,
- (3) knowingly provide false information on the form of return submitted to the County, or
- (4) fail to provide books and records to the County Administrator or other authorized agent of the County for the purpose of an audit upon twenty-four (24) hours' notice.

(b) The penalty for violation of this Article shall be five percent (5%) per month, charged on the original amount of the Local Hospitality Tax due. Penalties shall not be waived, except if the following circumstances of reasonable cause are proven by the person. No more than six months of penalties shall be waived.

(1) An unexpected and unavoidable absence of the person from South Carolina, such as being called to active military duty. In the case of a corporation or other business entity, the absence must have been an individual having primary authority to pay the hospitality tax.

(2) A delay caused by death or serious, incapacitating illness of the person, the person's immediate family, or the person's accountant or other third party professional charged with determining the hospitality tax owed. In the case of a corporation or other business entity, the death or serious, incapacitating illness must have been an individual having primary authority to pay the hospitality tax.

(3) The hospitality tax was documented as paid on time, but inadvertently paid to another taxing entity.

(4) The delinquency was caused by the unavailability of necessary records directly relating to calculation of hospitality taxes, over which the person had no control, which made timely payment impossible. For example, the required records may have been destroyed by fire, flood, federally-declared natural disaster, or actions of war or terrorism. Unavailability of records caused by time or business pressures, employee turnover, or negligence are not reasonable cause for waiver of hospitality tax penalties.

(5) The delinquency was the result of clear error on the part of the Business Service Center or Treasurer's Office staff in processing or posting receipt of the person's payment(s).

(6) Delay or failure caused by good faith reliance on erroneous guidance provided by the Business Service Center or Treasurer's Office staff, so long as complete and accurate information was given to either of these offices, no change in the law occurred, and the person produces written documentation.

(c) Any person violating the provision of this article shall be deemed guilty of a misdemeanor and upon conviction shall be subject to punishment under the general penalty provision of Section 1-8 of this Code of Ordinances: that is, shall be subject to a fine of up to \$500.00 or imprisonment for not more than thirty (30) days or both. Each day of violation shall be considered a separate offense. Punishment for violation shall not relieve the offender of liability for delinquent fees, penalties, and costs provided herein.

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____, 2014.

RICHLAND COUNTY COUNCIL

BY: _____
Norman Jackson, Chair

ATTEST THIS THE _____ DAY
OF _____, 2014.

S. Monique McDaniels
Clerk of Council

First Reading:
Second Reading:
Public Hearing:
Third Reading:

Richland County Council Request of Action

Subject

Sale of Property to the South Carolina Department of Transportation **[PAGES 108-118]**

Reviews

Richland County Council Request of Action

Subject: Sale of Property to the South Carolina Department of Transportation

A. Purpose

County Council is requested to approve the sale of a portion of TMS# R19011-02-10 for \$10,400.00 to the South Carolina Department of Transportation (SCDOT) for a permanent right of way for their Mill Creek Bridge Replacement Project.

B. Background / Discussion

Richland County recently purchased a parcel of land that contains Pinewood Lake and is located between Garners Ferry Road and Old Garners Ferry Road (TMS# R19011-02-10). The County is developing this property into a community park that will contain walking trails, fishing docks, and other amenities. The upper portion of this property adjoins the current right of way for Garners Ferry Road (SCDOT maintained). The SCDOT is replacing the Mill Creek Bridge at this location and needs an additional permanent right of way and temporary construction access. The total area that the SCDOT is requesting for a permanent right of way is 0.133 acres. The SCDOT is offering \$10,400.00 to purchase this right of way - see attached documentation.

C. Legislative / Chronological History

- Richland County received a request to purchase the property for a SCDOT project from the SCDOT on 9/30/2014 – see attached letter.
- The Richland County Public Works Department reviewed the documentation submitted by SCDOT and provided their comments to Administration on the week of Oct. 10, 2014.

D. Financial Impact

The SCDOT will pay Richland County \$10,400.00 for 0.133 acres of land from TMS#R19011-02-10 that adjoins the current SCDOT right of way along the Mill Creek Bridge area of Garners Ferry Rd.

E. Alternatives

1. Approve the sale of a portion of TMS# R19011-02-10 for \$10,400.00 to the South Carolina Department of Transportation (SCDOT) for a permanent right of way for their Mill Creek Bridge Replacement Project.
2. Do not approve the sale of a portion of TMS# R19011-02-10 for \$10,400.00 to the South Carolina Department of Transportation (SCDOT) for a permanent right of way for their Mill Creek Bridge Replacement Project.

F. Recommendation

It is recommended that Council approve the request to sale the right of way to the SCDOT for \$10,400.00 for a portion of TMS #R19011-02-10.

Recommended by: Ismail Ozbek, P.E. Interim Director/County Engineer

Department: Public Works

Date: October 13, 2014

Item# 12

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/20/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

The property was purchased using proceeds from the sale of bonds as a source of funding. Approval is left to Council discretion.

Legal

Reviewed by: Elizabeth McLean

Date: 10/22/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion; however, from the information provided, Legal is unable to determine the reasonableness of the amount offered, as no appraisal (or calculation method) has been provided.

Administration

Reviewed by: Sparty Hammett

Date: 10/23/14

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Bridge at Mill Creek



Item# 12

THE STATE OF SOUTH CAROLINA)	Tract 5
)	
COUNTY OF RICHLAND)	
)	
Road/Route US 76/US 378)	RIGHT OF ENTRY AGREEMENT
File 40.037730A.1)	
Item)	
Project BR40(007))	
PIN 37730 RD01)	

THIS AGREEMENT entered into this ____ day of _____, 20____, by and between Richland County, 2020 Hampton Street, Columbia, South Carolina 29202, hereinafter referred to as the "the Landowner", and South Carolina Department of Transportation, hereinafter referred to as "the Department".

In consideration of mutual promises and covenants each running to the other, the receipt of which is hereby acknowledged, the parties agree as follows:

1. The Landowner hereby grants to the Department and its contractors the right to enter the Landowner's property to build the above referenced highway project. It further grants to utility companies and their contractors the right to relocate utilities as necessary for the project, but only within the limits of the new right of way.
2. At such time as the right of way for the above referenced project is acquired, the Department agrees to pay just compensation.

3. The parties agree that for purposes of establishing just compensation, the date of this agreement shall be the date of taking for valuation purposes.

4. The granting of these rights to the Department and its contractors by the Landowner does not in any way constitute a waiver of any other rights of the parties under the Constitution, statutes, or rules and regulations relating to eminent domain and such rights are expressly reserved, except for the condition expressed in paragraph 3 above.

Landowner

Title: _____

South Carolina Department of Transportation

_____, 20____



South Carolina
Department of Transportation



File-40.037730A.1 Road/Route-US 76/US 378 -Richland County
PIN 37730 RD01 Project BR40(007) Tract 5-ST & 5P

Mr. Tony McDonald
County Administrator
P.O. Box 192
Columbia, South Carolina 29202

Mr. McDonald:

This letter is being sent to inform you that the South Carolina Department of Transportation is conducting a project along US 76/US 378, Garners Ferry Road, in Richland County. Records indicate that you own some property along the proposed project location. Some areas require that the SCDOT obtain permissions to get some work done, be it erosion control measures or slopes, beyond the present right of way. In those instances no property will be conveyed or become SCDOT property. In other instances, the SCDOT would need to obtain new right of way and the property owner(s) will be compensated for the amount of property being secured.

The SCDOT would also need to secure a temporary construction easement from you as well. Once the permission is secured the conversation regarding temporary easement can begin. With a temporary construction easement, you cannot build anything in the designated area while the project is being constructed. But, once the project is completed, you can do as you please with your property. You would be compensated for the temporary construction easement.

Enclosed you will find color coated plan sheets, as well as cross sections, for your property along this project. Let me know if you have any questions or need any additional information.

This project is scheduled for contract soon and would need your immediate attention. The SCDOT would appreciate a quick response to this letter so the needed actions can begin to get the process started. I have enclosed color coded plan sheets for your review. If you have any questions, please do not hesitate to contact me.

I look forward to hearing from you and would like to thank you in advance for your cooperation.

Sincerely,

James c. Breeden
Right-of-Way Agent
P.O. Box 30126
Columbia, SC 29230
(803) 260-4235 (C)
Breedenjc@scdot.org (E-mail)

AN EQUAL OPPORTUNITY
AFFIRMATIVE ACTION EMPLOYER

Item# 12

Attachment number 1
Page 6 of 10

THE STATE OF SOUTH CAROLINA
COUNTY OF RICHLAND

PERMISSION FOR:

Road/Route **US 76/US 378**
 File **40.037730A.1**
 Item _____
 Project **BR40(007)**
 PIN **37730 RD01**
 Tract **5P**

CONSTRUCT DRIVE ENTRANCE
CONSTRUCTION SLOPES
NPDES
PLACE RIP RAP

KNOW ALL MEN BY THESE PRESENTS, That I (or we) **Richland County, 2020 Hampton Street, Columbia, South Carolina 29202** in consideration of the sum of One Dollar (\$1.00), to me (or us) in hand paid, and other valuable consideration at and before the sealing and delivering hereof, do hereby grant to the South Carolina Department of Transportation permission to do the work as outlined below, with the understanding that this work is to be done on property of the grantor outside of the right of way, it being fully understood and agreed that no right of way is being granted to the Department for the purpose of this construction. Further, permission is granted to perform construction beyond the right of way such as grading and other work necessary to adjust the grade of driveways to conform to the proposed roadway improvements as shown on the plans for the construction of this project.

SPECIAL PROVISIONS:

It is understood and agreed that a drive entrance will be constructed right of approximate survey station 326+21 during this construction.

Also herein granted is permission for construction slopes to extend beyond the right of way on the right between approximate survey stations 326+17 and 339+67 with the understanding that no additional property is granted for construction slopes, during this construction.

Also herein granted is permission to use heavy equipment for clearing, placement, maintenance, and access for the purpose of construction of a silt fence for NPDES (National Pollutant Discharge Elimination System) to extend beyond the right of way right of US Route 76, between approximate survey stations 326+17 and 339+67, as shown on the plans for this project with the understanding no additional property is granted for the permission, in accordance with Department standards.

Also herein granted is permission for the Department to use heavy equipment to place rip rap right of approximate survey station 336+40 and 338+79 as shown on the plans for this project.

GRANTEE'S ADDRESS: SCDOT, Director, Rights of Way, P.O. Box 191, Columbia, SC 29202-0191

Checked _____ By _____
 Recorded _____ By _____
 Project BR40(007) File 40.037730A.1 Tract 5P

TO HAVE AND TO HOLD, all and singular, the said Permission hereinbefore granted, unto the said South Carolina Department of Transportation.

IN WITNESS WHEREOF, I (or we) have hereunto set my (or our) hand(s) and seal(s) this ____ day of _____, in the year of our Lord, Two Thousand and ____.

Signed, sealed and delivered in the presence of: **Richland County**

1st Witness

BY: (L.S.)

2nd Witness

(L.S.)

NOTE: All right of way agreements must be in writing and are subject to rejection by the South Carolina Department of Transportation.

THE STATE OF _____)
COUNTY OF _____)

ACKNOWLEDGEMENT

Personally appeared before me the above named Grantor(s) and acknowledged the due execution of the foregoing instrument.

Witness my hand and seal this ____ day of _____, **20**_____.

Signature of Notary Public

Printed Name of Notary Public

NOTARY PUBLIC FOR THE STATE OF _____

My Commission Expires: _____
(Affix seal if outside SC)

GRANTEE'S ADDRESS: SCDOT, Director, Rights of Way, P.O. Box 191, Columbia, SC 29202-0191

Checked _____ By _____
Recorded _____ By _____
Project BR40(007) File 40.037730A.1 Tract 5P

THE STATE OF SOUTH CAROLINA

COUNTY OF RICHLAND

Road/Route US 76/US 378
File 40.037730A.1
Item
Project BR40(007)
PIN 37730 RD01
Tract 5

COPY

Print Review

TITLE TO REAL ESTATE

Approximate Survey Station

326+00 To 332+00 RT
336+00 To 337+00 RT
To

KNOW ALL MEN BY THESE PRESENTS, That I (or we) Richland County, 2020 Hampton Street, Columbia, South Carolina 29202 in consideration of the sum of Ten Thousand Four Hundred and No/100 (\$10,400.00) Dollars and other valuable consideration to me (or us) in hand paid at and before the sealing and delivering thereof, by the South Carolina Department of Transportation, Columbia, South Carolina, receipt of which is hereby acknowledged, have granted, bargained, sold and released, and by these presents do grant, bargain, sell and release, unto the said South Carolina Department of Transportation, its successors and assigns, all that certain real property of the Grantor in fee simple absolute Mill Creek Bridge Replacement at Garner's Ferry Road on US Route 78/US Route 387, State and County aforesaid, as shown on plans prepared by the South Carolina Department of Transportation and dated January 7, 2014.

SPECIAL PROVISIONS: The above consideration is for all that certain parcel of land containing 0.133 acre/5,786.49 square feet, more or less, and all improvements thereon, if any, owned by Richland County, shown as the "Area of Acquisition" on Exhibit A, attached hereto and made a part hereof. This being a portion of the property acquired from Caughman Pond, LLC, by deed dated April 12, 2012, and recorded April 13, 2012, in Deed Book R-1757, Page 1237 in the records for Richland County and shown as Tax Map No. 19011-02-10.

Together with, all and singular, the rights, members, hereditaments and appurtenances thereto belonging, or in any wise incident or appertaining.

And I (or we) do hereby bind myself (or ourselves), my (or our) heirs, executor and administrators, to warrant and forever defend all and singular said premises unto said South Carolina Department of Transportation, its successors and assigns, against myself (or ourselves) and my (or our) heirs and against every person whomsoever lawfully claiming or to claim the same, or any part thereof.

TO HAVE AND TO HOLD in fee simple, absolute and singular the said property and the rights hereinbefore granted, unto the said South Carolina Department of Transportation, its successors and assigns forever.

IN WITNESS WHEREOF, I (or we) have hereunto set my (or our) hand(s) and seal(s) this ___ day of ___, in the year of our Lord, Two Thousand and ___.

Signed, sealed and delivered in the presence of Richland County.
1st Witness HV: (Grantor)
2nd Witness

NOTE: All right of way agreements must be in writing and are subject to rejection by the South Carolina Department of Transportation.

THE STATE OF)
COUNTY OF) ACKNOWLEDGEMENT

Personally appeared before me the above named Grantor(s) and acknowledged the due execution of the foregoing instrument.
Witness my hand and seal this ___ day of ___, 20__.

Signature of Notary Public
Printed Name of Notary Public

NOTARY PUBLIC FOR THE STATE OF
My Commission Expires
(Add seal if outside SC)

GRANTEE'S ADDRESS: SCDOT, Director, Rights of Way, P.O. Box 191, Columbia, SC 29202-0191

Checked By
Recorded By
Project BR40(007) File 40.037730A.1 Tract 5

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ____-14HR

AN ORDINANCE AUTHORIZING DEED TO THE SOUTH CAROLINA
DEPARTMENT OF TRANSPORTATION FOR A PORTION OF TMS# 19011-02-
10 FOR THE MILL CREEK BRIDGE REPLACEMENT PROJECT.

Pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, BE IT ENACTED BY RICHLAND COUNTY COUNCIL:

SECTION I. The County of Richland and its employees and agents are hereby authorized to grant a deed for a portion of TMS# 19011-02-10 to the South Carolina Department of Transportation for the Mill Creek Bridge Replacement Project, as specifically described in the Title to Real Estate, which is attached hereto and incorporated herein.

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____.

RICHLAND COUNTY COUNCIL

By: _____
Norman Jackson, Chair

Attest this _____ day of
_____, 2014.

S. Monique McDaniels
Clerk of Council

First Reading:
Second Reading:
Public Hearing:
Third Reading:

Item# 12

Richland County Council Request of Action

Subject

Bidding Opportunities for Richland County Businesses [PAGES 119-123]

Reviews

Richland County Council Request of Action

Subject: Bidding Opportunities for Richland County Businesses

A. Purpose

Council is requested to provide direction on a motion regarding bidding opportunities for Richland County businesses.

B. Background / Discussion

The following motion was made at the September 16, 2014 Council Meeting: **“Any bid from a Richland County business that is within a 10% difference should have the opportunity to alter their bid for the advertised contract. [JACKSON]”**

It is imperative that Richland County upholds the basic tenet of any procurement process – that being the process of fair and open competition.

No governmental entity allows any bid to be "altered" after the opening of bids. This is clear in the SC Consolidated Procurement Code of Laws ("you may not change your bid after opening") and the Federal Acquisition Regulation ("conditions of the tender are not altered after opening of price bids"). This is patent to the doctrine of transparency and fairness.

However, the SC Consolidated Procurement Code of Laws allows for negotiating with the lowest responsive and responsible bidder(s) as per the following provisions in Title 11, Chapter 35. These are established industry practices that provide Richland County a better price without allowing vendors to alter pricing. Richland County Procurement always utilizes negotiation(s) with the lowest responsive and responsible bidder to every extent allowed by law.

Invitation For Bid - Section 11-35-1520 – item # (10)

“Award” – “Before the posting of the award, the procuring agency may negotiate with the lowest responsive and responsible bidder to lower his bid within the scope of the invitation for bids.”

RFP – Request for Proposals – Section 11-35-1530 – item # (8)

“Negotiations” – “Whether price was an evaluation factor or not, the procurement officer, in his sole discretion and not subject to review under Article 17, may proceed in any of the manners indicated below, except that in no case may confidential information derived from proposals and negotiations submitted by competing offerors be disclosed:

(a) negotiate with the highest ranking offeror on price, on matters affecting the scope of the contract, so long as the changes are within the general scope of the request for proposals, or on both. If a satisfactory contract cannot be negotiated with the highest ranking offeror, negotiations may be conducted, in the sole discretion of the procurement officer, with the second, and then the third, and so on, ranked offerors to the level of ranking determined by the procurement officer in his sole discretion;

(b) during the negotiation process as outlined in item (a) above, if the procurement officer is unsuccessful in his first round of negotiations, he may reopen negotiations with any offeror with whom he previously negotiated; or

Item# 13

(c) the procurement officer may make changes within the general scope of the request for proposals and may provide all responsive offerors an opportunity to submit their best and final offers”.

Again, allowing vendors to alter their bids after they have been submitted violates the basic principles of Procurement - fair and open competition. Bids must be opened publicly, thus prices are then publicly known.

In addition to negotiating with the lowest responsive and responsible bidder(s), as Richland County currently does, another option is to have a local preference policy. While neither Greenville nor Lexington Counties have a local preference policy in their procurement process, Charleston County and the City of Columbia do have a 5% local preference policy. The Charleston County preference applies to all formal solicitations while the City of Columbia may not apply the preference in some instances, such as any solicitation being funded by the SCDOT “C” Program is not eligible. The State of South Carolina has a 7% “Resident Vendor Preference.” Currently, only 11 states offer a “Resident Vendor Preference” as it potentially appears to restrict competition. Oftentimes, vendors outside the “local” area tend to skip submitting proposals for solicitations because it may be viewed as restricting competition.

Local preference takes several forms; the most prevalent form is the percentage preference. For the purposes of this discussion, "local vendor / business" uses the same definition as the County’s Small Local Business Enterprise Program:

Local Business – a firm having a Principal Place of Business or a Significant Employment Presence in Richland County, South Carolina.

Principal Place of Business – a location wherein a firm maintains a company headquarters or a physical office and through which it obtains no less than fifty percent of its overall customers or sales dollars, or through which no less than twenty-five percent of its employees are located and domiciled in the County of Richland and/or Richland County.

Significant Employee Presence – no less than twenty-five percent of a firm’s total number of full and part-time employees are domiciled in Richland County.

Richland County could implement a 5% local preference that mirrors Charleston County and the City of Columbia. This would be a clear indication of Richland County’s good faith effort to ensure Richland County businesses are allowed a competitive advantage in the County’s bid processes.

If a bidder is requesting the local preference, the bidder, upon request of the procurement officer, must provide documentation that establishes the bidder's qualifications for the preference. A bidder's failure to provide this information promptly is grounds to deny the preference. When evaluating pricing for purposes of making an award determination, the procurement officer shall decrease a bidder's price by five percent if the bidder meets the local criteria defined herein. Whether award is to be made by item or lot, the preferences must be applied to the price of each line item of end product or work, as applicable. A preference must not be applied to an item for which a bidder does not qualify.

If a bidder is requesting this preference, the bidder, upon request by the procurement officer, must provide documentation that establishes the bidder's qualifications for the preference and must identify the persons domiciled in Richland County that will perform the services involved in the procurement upon which the bidder relies in qualifying for the preference and the services those individuals are to perform.

Item# 13

A business is not entitled to any preferences unless the business, to the extent required by law, has: (1) paid all taxes assessed by Richland County, the State of South Carolina, and (2) registered with Richland County, the South Carolina Secretary of State and the South Carolina Department of Revenue.

The preference will not apply to a single unit of an item with a price in excess of fifty thousand dollars or a single award with a total potential value in excess of five hundred thousand dollars. The preference will not apply to a bid for an item of work by the bidder if the annual price of the bidder's work exceeds fifty thousand dollars or the total potential price of the bidder's work exceeds five hundred thousand dollars. This preference does not apply to an acquisition of motor vehicles as defined in Section 56-15-10 of the SC Code of Laws or an acquisition of supplies or services relating to construction. Further, in line with our SLBE ordinance, this price preference "would not apply if the award to the local business would result in a total contract cost that is, on an annual basis, more than \$25,000 higher than the low bid; nor would it apply on a contract in which the total contract cost would exceed the County's budgeted price for the contract."

Richland County's solicitations must provide potential bidders an opportunity to request the 5% local business preference. By submitting a bid and requesting the 5% local business preference be applied to that bid, a business certifies that its bid qualifies for the preference for that procurement. A bidder is not qualified for a preference unless the bidder makes a request for the preference as required in the solicitation. The applicability of the preference to that procurement is conclusively determined by the solicitation. If two or more bidders are tied after the application of the preferences allowed by this section, the tie must be resolved by the flip of a coin witnessed by the procurement officer. All responding vendors must be invited to attend. Price adjustments required for purposes of evaluation and application of the preferences do not change the actual price offered by the bidder.

Please note that a local preference does not take into account the "size" of a business. A local preference would apply to a business making \$10,000 a year, as well as to one making \$10,000,000 a year, as well as one with 1 employee, or 1,000 employees, as long as it met the criteria established herein.

Further, the McNair Law Firm recently advised Council on the issue of local preference in Executive Session on October 7, 2014. Please take into account the legal advice provided by McNair as you deliberate this matter.

As always, any projects containing federal funds will not be allowed a local preference.

C. Financial Impact

At this time, the financial impact of a 5% (or any other percentage determined by Council) local preference policy is unknown. However, Council should note that contracts may be awarded at a 5% greater cost if the local preference is enacted, which will have a financial impact.

D. Alternatives

1. Approve a 5% local preference policy for Richland County as per the criteria described herein.
2. Approve another percentage amount local preference policy for Richland County as per the criteria described herein.
3. Do not approve a local preference policy for Richland County at this time.

E. Recommendation

This is a policy decision of Council.

Item# 13

Recommended by: Norman Jackson Department: County Council Date: September 16, 2014

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 10/13/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: As stated above, this is a policy decision for Council.

Procurement

Reviewed by: Cheryl Patrick

Date: 10/20/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: This is a policy decision for Council. Procurement will support Council's directive with regards to this item.

Legal

Reviewed by: Elizabeth McLean

Date: 10/22/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Legal will defer to Procurement on these issues. Keeping in mind legal advice already received on concept, it is Council's discretion whether to pursue any local preference.

Administration

Reviewed by: Roxanne Ancheta

Date: October 24, 2014

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Administration recommends Alternative 1 - Approve a 5% local preference policy for Richland County as per the criteria described herein. This would be a clear indication of Richland County's good faith effort to ensure Richland County businesses are allowed a competitive advantage in the County's bid processes. Council should note that contracts may be awarded at a 5% greater cost if the local preference is enacted, which will have a financial impact.

Richland County Council Request of Action

Subject

Employee Benefits Package Comparison [**PAGES 124-134**]

Reviews

Richland County Council Request of Action

Subject: Employee Benefits Package Comparison

A. Purpose

Staff has provided the requested information regarding the employee benefits provided by the State of South Carolina and the County. Staff is submitting this information to Council for review. As it pertains to the information provided in this Request of Action, Staff is requesting direction as to how Council would like to proceed at this time.

B. Background / Discussion

At the October 7, 2014 Council meeting, Mr. Jackson brought forth the following motion:

“Review and compare the County employees benefit package to the State's to improve benefits, so as to attract and retain more quality employees. (i.e. longevity rewards and appreciation)”

The table below provides a comparison of the benefits provided by the County versus the benefits provided by the State of South Carolina.

Advanced Sick Leave	
County	State
The County provides the opportunity for Regular full-time employees (FTE) with a serious medical condition who have used all of their accrued sick and annual leave the opportunity to borrow sick leave. The maximum amount of allowable sick leave that can be advanced is 24 work days.	Advanced sick leave may be provided upon extenuating circumstances, Human Resources may advance up to fifteen days of additional sick leave upon concurrence from the Office/Division.
Military Leave	
County	State
An employee of Richland County who is required to be absent for military duty will be granted leave and reemployment rights as required by all applicable state and federal laws.	All officers and employees of this State or a political subdivision of this State who are either enlisted or commissioned members of the South Carolina National Guard, the United States Army Reserve, the United States Air Force Reserve, the United States Naval Reserve, the United States Marine Corps Reserve, or the United States Coast Guard Reserve are entitled to leaves of absence from their respective duties without loss of pay, time, or efficiency rating.
Jury Duty	
County	State
Employees who work in Regular, full-time positions are entitled to a paid leave of absence for their regular rate of pay on all work days during which he/she is required to appear in any court to serve as a juror.	Any employee in a full-time equivalent who is summoned as a member of a jury panel shall be granted court leave with pay, and any jury fees and travel payment shall be retained by the employee.
Bereavement Leave	
County	State

An employee will be paid for time actually lost from straight time scheduled work up to 3 days of funeral leave due to attendance at the funeral of a member of his immediate family.	Paid leave for up to three consecutive workdays may be granted for a regular employee for the death of any member of the employee's immediate family.
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Family and Medical Leave Act (FMLA)

County	State
Employees who meet the length of service and hours worked requirement have rights under the Family and Medical Leave Act.	Any employee of the State who meets the length of service/hours requirements may request leave under the Family and Medical Leave Act.

Catastrophic Leave

County	State
The Catastrophic Leave Program is a voluntary program that allows eligible employees to donate a portion of their accrued annual leave and sick leave to assist other eligible employees who are experiencing a catastrophic illness and/or injury.	The State's Leave Transfer Program consists of annual and sick leave donations made by State employees for use by other employees who qualify as recipients and are approved.

Group Insurance

County	State
The County currently pays the premium cost for group health, dental and life insurance for each Regular full-time employee. A breakdown of the monthly premiums is attached.	Department employees may take advantage of insurance benefits offered by the SC Office of Insurance Services. Employees may choose between three different plans. A breakdown of the monthly premiums for each plan is attached.

Unemployment Insurance

County	State
The County participates in the SC unemployment insurance program through the SC Department of Employment and Workforce which assists employees who are out of work through no fault of their own.	All employees are covered under the SC unemployment insurance program which is administered through the SC Department of Employment and Workforce. The program pays claims for persons who are out of work through no fault of their own.

Supplemental Insurance

County	State
County employees have the option of purchasing Short Term Disability and/or Long-Term Disability coverage that pays an employee a benefit for each week that the employee is unable to work because of a covered sickness or injury.	Employees are able to purchase supplemental insurance. However, employees covered by the State Health Plan or an HMO automatically have long-term disability insurance administered by the SC Retirement System.

Employee Assistance Program

County	State
The County provides an Employee Assistance Program (EAP) to motivate employees to seek professional help for personal problems before they affect job performance, to refer employees to qualified treatment resources, and to retain valued employees as a result of continued or restored job performance.	Through the SC Public Employee Benefit Authority (PEBA), employees have access to a variety of resources to assist with personal issues, including lifestyle change programs and wellness education.

Longevity Performance Bonus Pay

County	State
<p>All Regular, full-time employees are eligible for Longevity Bonus Pay after they have been employed in a Regular, full-time position with the County, for a continuous minimum period of five (5) complete years, as of July 1st.</p> <p>While the County doesn't provide "bonuses" per se, the County has, in the past, offered market rate pay adjustments, and in the case of FY 15, will offer a one-time 1.5% payment to applicable employees.</p>	<p>The Longevity Salary Increase Program was discontinued in 1986. Individuals awarded longevity increases prior to the discontinuance of the program will continue to receive such previously awarded increases until termination of employment with State government. However, all employees in full time equivalent positions are eligible to receive bonuses. Employees earning \$100,000 or more are not eligible to receive bonuses. Bonuses cannot exceed \$3,000 per employee in a fiscal year. Employees may receive more than one bonus in a fiscal year as long as the total amount of bonuses does not exceed \$3,000.</p>
Overtime Compensation	
County	State
<p>Non-exempt employees, with the exception of law enforcement personnel, receive overtime premiums at 1.5 times their regular rate for all hours worked in excess of 40. Law enforcement personnel receive overtime premiums after 85 hours in 14 days. Employees who are exempt from overtime receive a salary that compensates them for all hours worked in the workweek. Such employees do not receive overtime pay or compensatory time off. However, the Department Head may, in his/her sole discretion, grant additional paid time off to exempt employees who have worked unusual amounts of time in excess of the normal schedule (not to exceed 7.5 hours per week), but no exempt employee has a right to such additional paid time off. There is no payment for compensatory time upon termination.</p>	<p>Overtime is all hours worked in excess of 40 in a seven (7) consecutive day work period. A non-exempt employee shall be paid no less than one and one-half (1 1/2) times his/her regular rate of pay for all hours worked over 40 in a workweek or granted compensatory time at a rate of one and one-half (1 1/2) hours for each hour of overtime worked. Non-exempt employees, who have a scheduled workweek of 37.5 hours, shall not receive additional compensation or compensatory time for hours worked between 37.5 and 40.0 hours per workweek. The requirements that overtime pay must be paid or compensatory time granted to nonexempt employees after 40 hours of work in a workweek shall not be waived by agreement between the supervisor and the employee.</p>
Rewards and Recognition	
County	State
<p>The different departments within the County implement recognition and award programs for County employees. The amount of funds that go towards purchasing awards for employees are regulated by State Law and cannot exceed \$50.</p>	<p>Each agency can develop recognition programs that meet its needs. Sections 8-1-180 and 8-11-180 of the South Carolina Code of Laws allow State agencies and institutions to spend public funds on employee recognition. There is a \$50 limit on the amount that can be spent on each employee per award. The 2013-2014 Appropriation Act, Section 117.16, provides authority to fund employee award programs.</p>
Observed Holidays	
County	State
<ol style="list-style-type: none"> 1. New Year's Day 2. Martin Luther King, Jr. 3. President's Day 4. Memorial Day 	<ol style="list-style-type: none"> 1. New Year's Day 2. Martin Luther King, Jr. Day 3. President's Day 4. Confederate Memorial Day

5. Independence Day 6. Labor Day 7. Veteran’s Day 8. Thanksgiving Holiday (includes day after Thanksgiving) 9. Christmas Holiday (includes Christmas Eve, Christmas Day, and Day after Christmas)
12 Total Holidays

5. National Memorial Day 6. Independence Day 7. Labor Day 8. Veterans Day 9. Thanksgiving Day (includes day after Thanksgiving) 10. Christmas Holiday (includes Christmas Eve, Christmas Day, and Day after Christmas)
13 Total Holidays

Annual (Vacation) Leave Accrual Schedule

County

Below is the Annual Leave Schedule for FTEs:

75 Hr. Work Schedule	Hours Accrued per Yr.	Days per Yr.
0-10 years	75	10
11-20 years	112.5	15
21 or more years	150	20

85 Hr. Work Schedule	Hours Accrued per Yr.	Days per Yr.
0-10 years	85	10
11-20 years	127.5	15
21 or more years	170	20

State

Below is the Annual Leave Schedule for FTEs:

37.5 and 40 Hr. Weekly Work Schedule	Days per Year
0-10 years	15
11 years	16.25
12 years	17.50
13 years	18.75
14 years	20.00
15 years	21.25
16 years	22.50
17 years	23.75
18 years	25.00
19 years	26.25
20 years	27.50
21 years	28.75
22 and over	30.00

Full-time employees earn one and one quarter (1 1/4) days of annual leave per month based on the average number of hours in the employee’s workday. In addition, employees with more than ten years of service shall earn an additional one and one quarter (1 1/4) days per year for each year of continuous State service in excess of ten years. The number of annual leave hours that may be earned in any one calendar year shall not exceed 30 days.

Sick Leave Accrual Schedule

County

State

Below is the Sick Leave Schedule for FTEs.

Work Schedule	Hours Accrued per Yr.	Days per Yr.
75 Hr. Work Schedule	90	12
85 Hr. Work Schedule	102	12

Below is the Sick Leave Schedule for FTEs

Work Schedule	Days per Year
37.5 and 40 Hr. work week	15

All employees in FTE positions shall earn sick leave beginning with the date of employment at the rate of one and one-fourth workdays per month of service or 15 days per year.

Retirement

County

The County's retirement benefits, contributions and procedures are governed by state laws covering the South Carolina Retirement System. All Regular, full-time County employees must participate in the Retirement System as a condition of employment, unless participation is specifically excluded by legislation.

State

The State's retirement benefits, contributions and procedures are governed by state laws covering the South Carolina Retirement System. All regular employees of the State are members of the South Carolina Retirement System. Deductions made from each paycheck are matched by the State.

Workers' Compensation

County

County employees are covered by workers' compensation for on-the-job injuries. Benefits are governed by state law and not set by the County. Employees must report immediately any on-the-job injury, regardless of severity, to his/her supervisor.

State

In the event of an accidental injury arising out of and in the course of employment with the State, workers are covered under Workers' Compensation.

Teleworking

County

Richland County recognizes the majority of County employees work at County offices and facilities during designated work hours, generally 8:30 a.m. – 5:00 p.m. Monday through Friday. However, there may be times when it is beneficial to the County and the employee to have other options. Richland County recognizes that teleworking may be an alternative work arrangement in certain circumstances and encourages supervisors to give employees' teleworking proposals consideration when mutually beneficial to the County and the employee. However, no employee is entitled to this alternative work arrangement or to the continuation of such arrangement.

State

Telecommuting is a flexible work arrangement that allows an employee to work from home or in the field with their home as the primary site. Telecommuting is a management option and not a universal employee benefit or right. It is the Agency's option to allow an employee to telecommute.

COBRA (Consolidated Omnibus Budget Reconciliation Act)

County

Employees covered by the County's group health, dental, and/or Section 125 health care flexible spending accounts have a right to choose continuation coverage of group health, dental, and Section 125 plans, if coverage is lost because of a reduction in hours of employment or separation from employment (for reasons other than gross

State

Employees have the right to extend their group health and/or dental coverage for employees and dependents who would otherwise lose the coverage due to a qualifying event.

misconduct on the employee's part).	
Section 125 (aka Flexible Benefits Plan)	
County	State
The County currently provides Section 125 plans to employees in Regular, full-time positions in order to allow eligible employees to pay for certain benefits pre-tax. The terms of such plans are governed by the respective plan documents and federal law not by the County. The County is not responsible for changes to benefits and may discontinue any or all plans at any time.	Employees may participate in the State's flexible benefits program, MoneyPlu\$. The program uses pre-tax dollars to pay for the state's insurance premiums, dependent care and non-covered medical expenses.
Deferred Compensation (aka 401k)	
County	State
The County provides a voluntary pre-tax retirement program administered by the State of South Carolina Deferred Compensation Office which is designed to enable employees to supplement their retirement financially by using a tax-deferred program as provided by law.	The South Carolina Deferred Compensation Program (SCDCP) offers 401(k) and 457 savings plans, both of which have a Roth option.
Training and Development	
County	State
The County provides training and development opportunities to develop, augment, and encourage continuous improvement of skills for current positions and/or the potential for possible future positions. The County also has a Tuition Assistance Plan to take advantage of educational opportunities that will help them in professional development and help position them to take advantage of promotional opportunities with the County.	The State provides certification and training programs. Also, the State provides tuition assistance. The State's Tuition Assistance Program provides employees the opportunity to further their education to develop a workforce that can better meet the needs of the Agency in accomplishing its mission.
Life Insurance	
County	State
The County provides \$50,000 in life insurance for each employee free of charge, along with a life benefit paid by the County in the amount of the employee's salary after one year of employment and being enrolled in the Public Employee Benefit Authority (PEBA). Additionally, the County offers an option for supplemental life insurance, up to \$300,000, which is paid by the employee.	Employees covered by the State Health Plan or an HMO automatically have \$3,000 of life insurance administered by the S.C. Retirement System.

C. Legislative / Chronological History

There is no legislative or chronological history other than the stated motion.

D. Financial Impact

There is no financial impact to the County with this request. However, if Council chooses to match some of these benefits to that of the State (i.e., adding an additional holiday; increasing sick / vacation accruals), there will be a financial impact. Council is requested to provide direction to staff so that staff can generate the financial impact of each proposed revision.

E. Alternatives

At this time, Staff is requesting direction regarding the information provided in this Request of Action.

F. Recommendation

This recommendation was made by Mr. Jackson. This is a policy decision for Council.

Recommended by: Norman Jackson

Department: County Council

Date: 10/7/14

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/15/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Recommendation supports Council accepting information and providing staff direction as requested.

Human Resources

Reviewed by: Dwight Hanna

Date: 10/22/14

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

The Director has received the most comments from employees about two benefits. One common comment or suggestion relates to earning three weeks of annual leave after five years of employment with Richland County. The other benefit the Director has had the most feedback on is a County funded disability benefit. While not stated as a disability benefit, currently the County’s Advanced Sick Leave and the Leave Pool combine to work very much like a disability benefit.

In addition to the State of SC, RCG employees frequently use the City of Columbia and Lexington County as benchmarks for comparison.

Human Resources thinks it is important to consider a comprehensive view of benefits commonly referred to as total compensation (benefits, compensation, and work life balance) when benchmarking benefits. There can be a value in employers developing a benefits or total compensation strategy (i.e. lead, match, or lag) when benchmarking benefits. Because by developing a strategy that establishes an agreed upon clear guiding goal for staff.

LegalReviewed by: Elizabeth McLean

Date: 10/23/14

 Recommend Council approval Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion.

AdministrationReviewed by: Roxanne Ancheta

Date: October 24, 2014

 Recommend Council approval Recommend Council denial

Comments regarding recommendation: At this time, Staff is requesting direction regarding the information provided in this Request of Action. As noted, the County offers a wide range of benefits to its employees.

The four areas where the County and State appear to predominantly differ are in the areas of accrued leave, holidays, health insurance, and life insurance. State employees accrue leave at a higher rate than County employees; State employees have one additional holiday than County employees; County employees (employee only) pay \$0 for health insurance (assuming they meet the wellness criteria), while State employees must pay a premium, regardless; and County employees receive a \$50,000 life insurance benefit free of charge, while State employees receive \$3,000 free of charge.

Please note that any enrichment to the currently provided benefits *will* have a financial impact.

Also, as the Human Resources Director pointed out, it may be best to have a comprehensive review of the County's benefits, versus comparing the County to one entity.

Richland County – Monthly Insurance Premiums for Active Subscribers

Employee Contributions

Medical Rates – Cigna October 1, 2014 – September 30, 2015*			
Health Insurance Option 1: PPO	Monthly Rate Employee Cost	Monthly Rate Employer Cost	Total Monthly Premium
Employee Only	\$50.00*	\$486.37	\$536.37
Employee / Child(ren)	\$249.69*	\$608.50	\$858.19
Employee / Spouse	\$459.32*	\$733.04	\$1192.36
Employee / Family	\$614.03*	\$823.34	\$1437.37

*Note: Premiums include employee's contribution for health insurance without wellness incentives. If you do not complete all goals of the Wellness Incentive Program by the specified deadline, your monthly portion of the healthcare premium is noted above. If you do complete the goals by the deadline, then the monthly rate of the employee portion will decrease by \$50 each month, or \$25 a pay period.

Dental Rates – Delta Dental of Missouri October 1, 2014 – September 30, 2015*			
Dental Insurance	Monthly Rate Employee Cost	Monthly Rate County Cost	Total Monthly Premium
Employee Only	\$ 0.00	\$26.96	\$26.96
Employee / Child(ren)	\$32.00	\$26.96	\$58.96
Employee / Spouse	\$30.87	\$26.96	\$57.83
Employee / Family	\$46.83	\$26.96	\$73.79

Dependent Life Insurance Rates – Cigna October 1, 2014 – September 30, 2015*			
Life Insurance	Monthly Rate Employee Cost	Monthly Rate County Cost	Total Monthly Premium
\$5,000 Spouse / \$5,000 Child(ren)	\$1.00	\$0	100% Employee Paid
\$10,000 Spouse / \$10,000 Child(ren)	\$2.00	\$0	100% Employee Paid

*Please note, payroll deductions will begin September 12, 2014. Plan year effective date is October 1, 2014. If you have any questions, please email Human Resources at openenrollment@rcgov.us.

State of South Carolina – Monthly Insurance Premiums for Active Subscribers

2015 Monthly Insurance Premiums for Active Subscribers

EMPLOYER				
	Health	Dental	Life	LTD
Subscriber Only	344.58	11.72	.34	3.22
Subscriber/Spouse	682.54	11.72	.34	3.22
Subscriber/Child	528.88	11.72	.34	3.22
Full Family	854.58	11.72	.34	3.22

HEALTH EMPLOYEE			
	Savings	Standard	Tricare
Subscriber Only	9.70	97.68	62.50
Subscriber/Spouse	77.40	253.36	121.50
Subscriber/Child	20.48	143.86	121.50
Full Family	113.00	306.56	162.50

TOBACCO SURCHARGE	
Single Coverage	40.00
Non-Single Coverage	60.00

DENTAL EMPLOYEE		
	Basic	Plus
Subscriber Only	0.00	24.58
Subscriber/Spouse	7.64	49.66
Subscriber/Child	13.72	57.26
Full Family	21.34	74.22

VISION	
Subscriber Only	7.00
Subscriber/Spouse	14.00
Subscriber/Child	14.98
Full Family	21.98

DEPENDENT LIFE	
15,000	1.24

SUPPLEMENTAL LTD		
AGE	90 DAY	180 DAY
< 31	0.00063	0.00050
31 – 40	0.00088	0.00067
41 – 50	0.00175	0.00133
51 – 60	0.00352	0.00270
61 – 65	0.00423	0.00325
> 65	0.00517	0.00397

- | STEPS TO CALCULATE SLTD MONTHLY PREMIUM |
|--|
| 1. Always select floating decimal (F) on your calculator. |
| 2. Divide gross annual salary by 12 to determine monthly salary. |
| 3. Multiply monthly salary by rate factor from table. |
| 4. Drop digits to right of 2 decimal places; do not round. |
| 5. If number is even, this is the monthly premium. |
| 6. If number is odd, add .01, this is the monthly premium. |

Items Pending Analysis

Subject

Establish a Budget Committee [**PAGE 137**]

Reviews

Notes

This item was generated from Mr. Washington's motion at the July 15, 2014 Regular Session Council Meeting - "Council establish a budget committee." This item was reviewed at the September A&F Committee meeting. The committee voted to have Mr. Washington work with staff to provide clarity regarding the manner in which the proposed Budget Committee will interact with the County's Administrator and the Finance Department as it pertains to the County's budgetary development process. This item will be brought back for review at a future A&F Committee meeting for review and action.

Items Pending Analysis

Subject

Renewal of Operating Agreement between Richland County and Columbia Rowing Club and Short-Term Proposal Directives for Site **[PAGE 136]**

Reviews

Notes

Staff is working to compile the information requested by Council. The item will appear on an upcoming A&F agenda for Council's further review and action.