

RICHLAND COUNTY

ADMINISTRATION AND FINANCE COMMITTEE

AGENDA



THURSDAY NOVEMBER 21, 2024

6:00 PM

COUNCIL CHAMBERS

Richland County Council 2024



Deirrek Pugh
District 2
Vice Chair



Jason Branham
District 1



Jessica Mackey
District 9
Chair



Overture E. Walker
District 8



Gretchen D. Barron
District 7



Yvonne McBride
District 3



Chakisse Newton
District 11



Paul Livingston
District 4



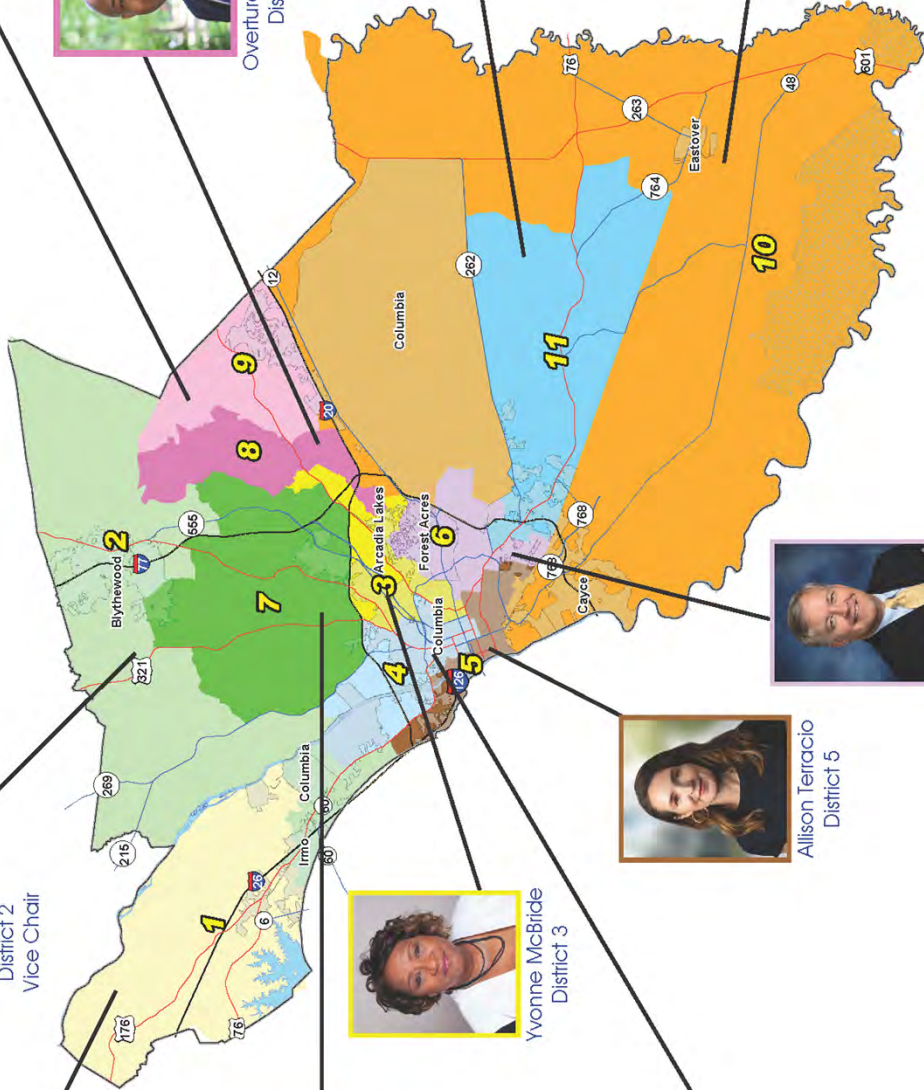
Allison Terracio
District 5



Don Weaver
District 6



Cheryl D. English
District 10





**Richland County
Administration and Finance Committee**

AGENDA

November 21, 2024 - 6:00 PM
2020 Hampton Street, Columbia, SC 29204

The Honorable Derrek Pugh	The Honorable Yvonne McBride	The Honorable Paul Livingston	The Honorable Don Weaver	The Honorable Overture Walker, Chair
County Council District 2	County Council District 3	County Council District 4	County Council District 6	County Council District 8

1. **CALL TO ORDER** The Honorable Overture E. Walker,
Chair

2. **APPROVAL OF MINUTES** The Honorable Overture E. Walker
 - a. October 22, 2024 [\[PAGES 6-7\]](#)

3. **APPROVAL OF AGENDA** The Honorable Overture E. Walker

4. **ITEMS FOR ACTION** The Honorable Overture E. Walker
 - a. Utilities - Cedar Cove and Stoney Point Phase 1 Tank Cleaning Project [\[PAGES 8-10\]](#)
 - b. Utilities - Jetter Truck Purchase [\[PAGES 11-15\]](#)
 - c. Department of Public Works - Solid Waste - Residential Roll Carts [\[PAGES 16-17\]](#)
 - d. Department of Public Works - Engineering - Award of Construction - Fashion/Forum/St Andrews Road Rehabilitation [\[PAGES 18-22\]](#)
 - e. Treasurer's Office - Forestry Funds Disbursement [\[PAGES 23-26\]](#)
 - f. I move that 15% of each prior year's collections of accommodations tax be allocated for affordable housing in alignment with Sect. 6-1-530 (7) of the S.C. Code of Laws', workforce housing and home ownership promotion requirement and Act 57 of 2023's "mortgage assistance" requirement. This allocation is to directly focus on down payment

assistance for homeownership for Richland County employees, public safety, EMS and Richland One and Two teachers. [MACKEY, BARRON, and TERRACIO - September 10, 2024] [\[PAGES 27-29\]](#)

5. ADJOURN

The Honorable Overture E. Walker



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



Richland County Council
ADMINISTRATION AND FINANCE COMMITTEE

MINUTES

October 22, 2024 – 6:00 PM

Council Chambers

2020 Hampton Street, Columbia, SC 29204

COMMITTEE COUNCIL MEMBERS PRESENT: Overture Walker, Chair; Derrek Pugh, Paul Livingston, and Don Weaver

OTHERS PRESENT: Allison Terracio, Chakisse Newton, Gretchen Barron, Cheryl English, Jason Branham, Ashiya Myers, Angela Weathersby, Anette Kirylo, Patrick Wright, Ashley Fullerton, Kyle Holsclaw, Jackie Hancock, Leonardo Brown, Jennifer Wladischkin, Tamar Black, Stacey Hamm, Aric Jensen, Michelle Onley, Kenny Bowen, Quinton Epps, Lori Thomas, Michael Byrd, John McKenzie, and Dante Roberts

1. **CALL TO ORDER** – Chairman Overture Walker called the meeting to order at approximately 6:00 PM.
2. **APPROVAL OF MINUTES**
 - a. September 24, 2024 – Mr. Pugh moved to approve the minutes as distributed, seconded by Mr. Weaver.
In Favor: Pugh, Livingston, Weaver, and Walker
Not Present: McBride
The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Mr. Pugh moved to adopt the agenda as published, seconded by Mr. Livingston.
In Favor: Pugh, Livingston, Weaver, and Walker
Not Present: McBride
The vote in favor was unanimous.
4. **ITEMS FOR ACTION**
 - a. Utilities – Cedar Cove and Stoney Point Phase 1 Tank Cleaning Project – Mr. Livingston moved to defer this item until the November Administration and Finance Committee meeting, seconded by Mr. Weaver.
In Favor: Pugh, Livingston, Weaver, and Walker
Not Present: McBride
The vote in favor was unanimous.
 - b. Community Planning & Development – Heritage Tourism Marketing Plan – Mr. John McKenzie, Conservation Program Analyst, stated they are seeking approval of a contract with DFS Creative Concepts to carry out the Heritage Tourism Marketing Plan. The plan was to highlight the African American historic sites utilizing a tour created by Historic Columbia and its marketing partners. It is a GPS-based self-guided tour. Once the application is downloaded, you can travel around the County. The list could potentially grow in the future as we gain members to the tour.

Ms. Barron inquired how we are going to recruit members so we can grow.

Mr. McKenzie responded the marketing team would like to hold a stakeholder and public meeting to receive input on that matter.

Ms. Barron stated that, for clarification, holding the public input/stakeholder meeting and adding additional members would not require action from the body.

Mr. McKenzie replied in the affirmative.

Mr. Walker inquired if there would be markers at the locations or if the app would indicate when you have reached a historic site.

Mr. McKenzie indicated it would be a combination.

Mr. Pugh moved to forward to Council with a recommendation to award a contract to DFS Creative Concepts to implement the Heritage Tourism Marketing Plan (HTMP) by producing an interactive tour of Richland County's African American historic sites, seconded by Mr. Weaver.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

5. **ITEMS PENDING ANALYSIS: NO ACTION REQUIRED**

- a. I move that 15% of each prior year's collections of accommodations tax be allocated for affordable housing in alignment with Sect. 6-1-530(7) of the SC Code of Laws', workforce housing and home ownership promotion requirement and Act 57 of 2023's "mortgage assistance" requirement. This allocation is to directly focus on down payment assistance for homeownership for Richland County employees, public safety, EMS and Richland One and Two teachers. [MACKEY, BARRON, and TERRACIO - September 10, 2024] - No action was taken.

6. **ADJOURNMENT** - Mr. Pugh moved to adjourn the meeting, seconded by Mr. Livingston.

In Favor: Pugh, Livingston, Weaver, and Walker

Not Present: McBride

The vote in favor was unanimous.

The meeting adjourned at approximately 6:09 PM.



Agenda Briefing

Prepared by:	Bill Davis	Title:	Director
Department:	Utilities	Division:	
Date Prepared:	September 11, 2024	Meeting Date:	October 22, 2024
Legal Review	Patrick Wright via email	Date:	October 15, 2024
Budget Review	Maddison Wilkerson via email	Date:	October 16, 2024
Finance Review	Stacey Hamm via email	Date:	October 16, 2024
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCEM	
Meeting/Committee	Administration & Finance		
Subject	Cedar Cove and Stoney Point Phase 1 - Tank Cleaning		

RECOMMENDED/REQUESTED ACTION:

Richland County Utilities (RCU) requests approval to issue a contract for J.D. Powers to perform the Tank Cleaning for up to 68 selected solids tanks in the Cedar Cove neighborhood.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If not, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

The estimated cost for the Cedar Cove - Stoney Point tank cleaning project was \$234,240.00 which includes a 20% contingency. Staff negotiated the one bid received to the price of \$142,848 including a 20% contingency.

Applicable fund, cost center, and spend category: Fund: 2110
Cost Center: 3675
Spend Category: Construction

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

A Request for Bid RC-656-B-24 was issued on March 14th, 2024 with a close date of April 17th, 2024. There was one (1) submission. The submission was 1.75x over the engineer’s estimate. Being that there was one submittal, the County negotiated the price with value engineering. J. D. Powers agreed to do the work for \$119,040.00 and was deemed the only responsive and responsible bidder.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

There are no legal concerns regarding this matter.

REGULATORY COMPLIANCE:

Many of the solids tanks in this system are full and have rarely, if ever, been cleaned. Lack of cleaning causes solids to pass into the system. The system is meant for liquid only; solids can clog the pipes and cause sewer spills.

MOTION OF ORIGIN:

Item 21a. Contract Award for Engineering Services for Stoney Point / Cedar Cove Sewer Rehab Project

“...to approve this item.”

Council Member	The Honorable Jim Manning, formerly of District 8
Meeting	Regular Session
Date	October 17, 2017

STRATEGIC & GENERATIVE DISCUSSION:

J.D. Powers LLC was selected as the lowest responsive bidder for the Cedar Cove and Stoney Point Phase 1 Tank Cleaning project. The final bid amount is \$119,040.00. Staff requests to add a 20% contingency for a total requested approval of \$142,848.00.

This project will reduce staff time and equipment usage for pumping out problematic tanks weekly due to system backups and quarterly flushing of the piping system. The potential cost savings for pumping out several of our customer’s tanks; some once a week and on occasion one must be pumped out several times a week. The effort that goes into these pump outs involves a 2-person team for about 2 hours taking a vactor truck to the customer’s home and pumping out the solids tank and delivering the waste to the wastewater collection system. The total estimated annual cost for the solids tank pump outs is \$35,625.00. Another effort we perform quarterly is the pipe system flushing. This takes a 2-person team using a jetter truck and two additional 2-person teams using vactor trucks to pump out the system and haul the waste to the wastewater collection system. The estimated annual cost for this effort is \$8,100. The contractor will schedule pump outs with the customers, coordinate the work, and systematically pump out the selected and accessible solids tanks in the area as part of this project. The pump outs will reduce solids in the system and decrease required maintenance.

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

Goals: Commit to Fiscal Responsibility

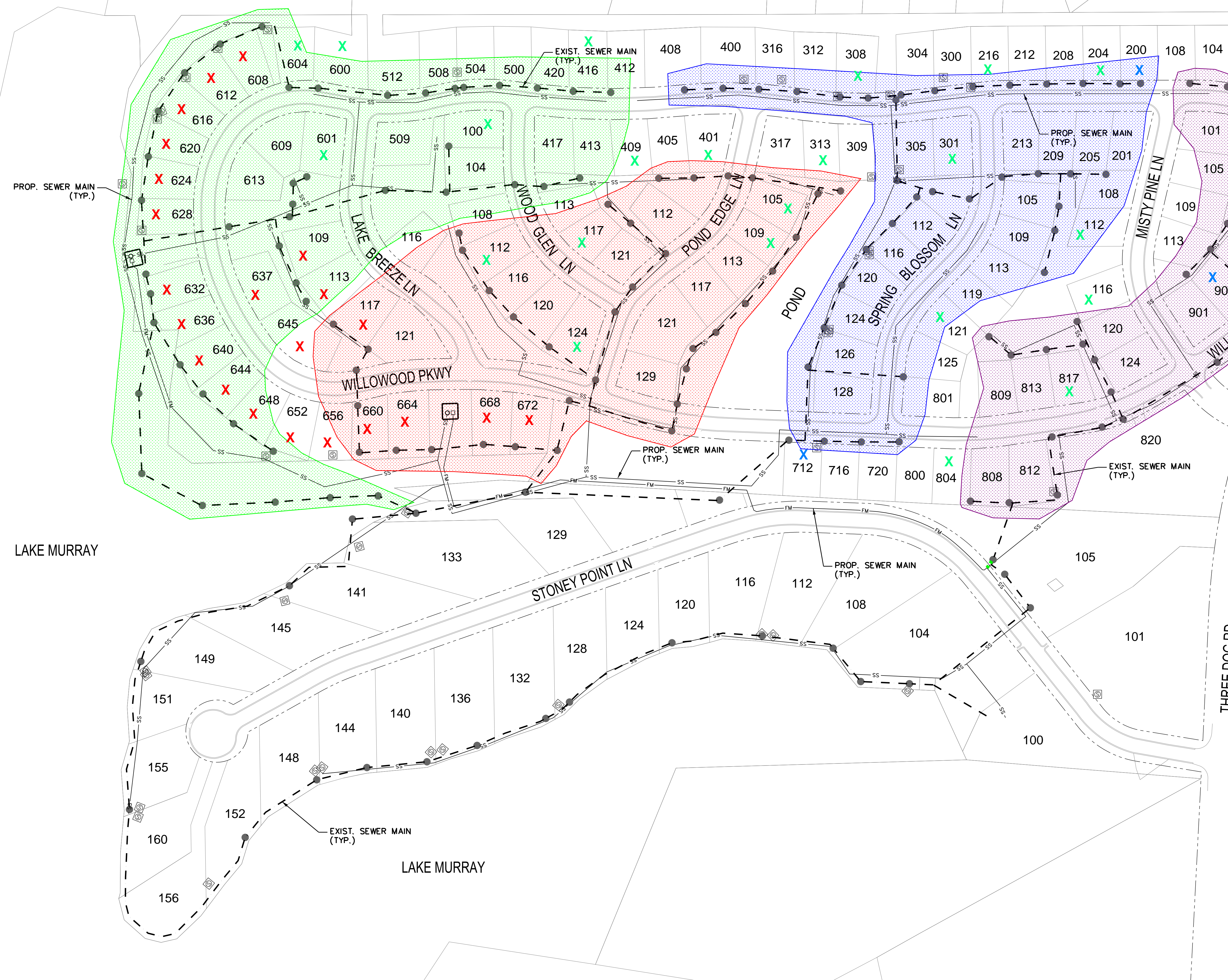
Plan for Growth through Inclusive and Equitable Infrastructure

Establish Operational Excellence

Objective: Create excellent facilities

ATTACHMENTS:

1. System Map

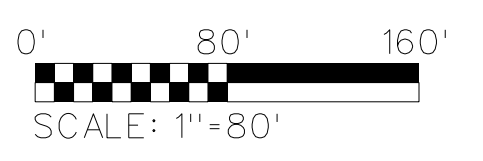


- X Property to be connected to new sewer main, no tank cleaning required.
- X Owner indicated tank cleaned within past 5 years, no tank cleaning required.
- X Unable to locate tank, no tank cleaning required.

LEGEND:

- SS — SS — PROP. GRAVITY SEWER MAIN
- FM — PROP. SEWER FORCE MAIN
- - - - - EXIST. SEWER MAIN
- EXIST. SEWER CLEAN-OUT
- ⊗ EXIST. SEPTIC TANK (* SEE NOTE 2 BELOW)

- NOTES:**
- THE EXISTING SEWER SYSTEM SHOWN IS BASED UPON AS-BUILT DRAWINGS PROVIDED BY RICHLAND COUNTY UTILITIES AND IS SHOWN FOR INFORMATION ONLY. CONTRACTOR IS RESPONSIBLE FOR VERIFYING LOCATION OF EXISTING SEWER SYSTEM & MAINTAINING SEWER SERVICE FOR ALL CUSTOMERS DURING CONSTRUCTION.
 - ALL SEPTIC TANKS ARE NOT SHOWN. ONLY THOSE THAT WERE FIELD LOCATED ARE SHOWN ON MAP. CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL EXISTING SEPTIC TANKS IN ORDER TO MAKE PROPOSED SERVICE CONNECTIONS.



<p>APPROVALS</p> <p>PROJECT ENGR: <u>JEW</u></p> <p>DRAWN BY: <u>ACC</u></p> <p>CHECKED BY: <u>JEW</u></p> <p>REVIEW: _____</p> <p>BID: _____</p> <p>CONSTRUCTION: _____</p>	<p>PREPARED BY</p> <div style="text-align: center;"> <p>Joel E. Wood & Associates Planning / Engineering / Management P.O. Box 296 Clover, S.C. 29710 Phone: 803-684-3390</p> </div>	<p>SEALS</p> <div style="text-align: center;"> </div>	<p>PROJECT</p> <p style="text-align: center;">CEDAR COVE / STONEY POINT SEWER SYSTEM REHABILITATION</p> <p style="text-align: center;">RICHLAND COUNTY, SOUTH CAROLINA PREPARED FOR RICHLAND COUNTY UTILITIES</p>	<p>SHEET TITLE</p> <p style="text-align: center;">EXISTING SEWER SYSTEM LAYOUT</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>REVISIONS</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>3/29/19</td> <td>RICHLAND COUNTY FLOOD 1/19/19</td> <td>A.C.C.</td> </tr> <tr> <td>2.</td> <td>3/29/19</td> <td>RICHLAND COUNTY ENGINEERING 2/11/19</td> <td>A.C.C.</td> </tr> <tr> <td>3.</td> <td>5/17/21</td> <td>PER RCU COMMENTS</td> <td>A.C.C.</td> </tr> <tr> <td>4.</td> <td>9/1/21</td> <td>PER RCU COMMENTS RECEIVED 8/31/21</td> <td>A.C.C.</td> </tr> </tbody> </table>	NO.	DATE	REVISIONS	BY	1.	3/29/19	RICHLAND COUNTY FLOOD 1/19/19	A.C.C.	2.	3/29/19	RICHLAND COUNTY ENGINEERING 2/11/19	A.C.C.	3.	5/17/21	PER RCU COMMENTS	A.C.C.	4.	9/1/21	PER RCU COMMENTS RECEIVED 8/31/21	A.C.C.	<p>SCALE: 1"=80'</p> <p>DATE: 9/1/2021</p> <p>JOB NO.: 171006</p> <p>SHEET 26 OF 42</p>
NO.	DATE	REVISIONS	BY																								
1.	3/29/19	RICHLAND COUNTY FLOOD 1/19/19	A.C.C.																								
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**RICHLAND COUNTY
ADMINISTRATION**

2020 Hampton Street, Suite 4069
Columbia, SC 29204
803-576-2050



Agenda Briefing

Prepared by:	Bill Davis	Title:	Director
Department:	Utilities	Division:	
Date Prepared:	August 20, 2024	Meeting Date:	November 21, 2024
Legal Review	Patrick Wright via email	Date:	November 12, 2024
Budget Review	Maddison Wilkerson via email	Date:	November 6, 2024
Finance Review	Stacey Hamm via email	Date:	October 15, 2024
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCEM	
Meeting/Committee	Administration & Finance		
Subject	Skid Mounted High Pressure Jetting Unit		

RECOMMENDED/REQUESTED ACTION:

Staff recommends purchasing the USJ/Vactor Ramjet 4025-750 Skid Mounted High Pressure Jetting Unit from Joe Johnson Equipment to help maintenance staff with work orders and repairs of the Utilities sewer collection system.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If not, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

The cost of the Skid Mounted High Pressure Jetting Unit, mounted on a Ford F550 is \$189,066. This purchase will be funded through Utilities current FY25 budget.

Applicable fund, cost center, and spend category: Fund: 2110
Cost Center: 3670
Spend Category: Heavy Equipment

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

Joe Johnson Equipment was awarded a cooperative purchasing agreement through the North Carolina Sheriff’s Association (NCSA) Heavy Equipment Procurement Program, Contract #24-08-0421R. All local government units are eligible to purchase under this contract vehicle. The NCSA publicly invited bids for heavy equipment and made award in a manner congruent with the County’s procurement process.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

There are no legal concerns regarding this matter.

REGULATORY COMPLIANCE:

None applicable.

MOTION OF ORIGIN:

There is no associated Council motion of origin.

STRATEGIC & GENERATIVE DISCUSSION:

The Utilities Department requests approval to purchase a USJ/Vactor Ramjet 2040-750 Skid Mounted High Pressure Jetting Unit from Joe Johnson Equipment. The newer equipment is more efficient, has more advanced safety features, and is more versatile. The current jetter has reached the end of its useful life.

Without an available jetter unit, Utilities staff will have to rent services from a contractor at an average cost of \$800 per visit. Presently, staff use this service two or three times per week. The time of service for this rental is often limited to regular work hours, which may lead to extensive sewer overflows when after-hours services are required. Annually, Utilities can expend up to \$125,000 in rental fees. By purchasing a unit, the County would break even in 1.5 years. With the expansion of the service area into Southeast, it is imperative to have a reliable unit on hand at all times.

County maintenance staff uses the jetter during service calls to remove debris such as grease, sludge, and tree roots that can clog sewer pipes and cause backups and flooding. The jetter can be more efficient and effective as it requires fewer staff than traditional excavation methods.

Staff utilized the North Carolina Sheriff's Association (NCSA's) Heavy Equipment Procurement Program to purchase the Skid Mounted High Pressure Jetting Unit.

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INTIATIVE:

Goal: Plan for growth through inclusive and equitable infrastructure

Objective: Create excellent facilities

ADDITIONAL COMMENTS FOR CONSIDERATION:

The County's service area is vast. With locations at both ends of the County, staff is need of a secondary jetter truck to sustain sewer flow in the system.

ATTACHMENTS:

1. Quote



Subsidiary of Federal Signal Corporation

Attachment 1

704-289-6488



jjei.com



info@jjei.com



4519 Old Charlotte Hwy. Monroe NC 28110



October 17, 2024

Richland County
400 Powell Rd
Columbia, SC 29203

Re: USJ/Vactor Ramjet 2040-750 Skid Mounted High Pressure Jetting Unit

Dear Richland County,

We would like to take this opportunity to thank for your interest in Joe Johnson Equipment (JJE) and in Vactor Manufacturing's industry-leading line of innovative sewer maintenance equipment.

As proud distributors of Vactor's industry leading line of innovative sewer cleaning and hydro excavation equipment, we are pleased to present the following quotation to provide one (1) new USJ/Vactor Ramjet 2040-750 Skid Mounted High Pressure Jetting Unit, mounted on a Ford F550 Chassis (Diesel), per NCSA Contract 24-08-0421R, Item #2517 (downgrade of the base model listed- Ramjet, Trailer Vactor 3030-750).

We appreciate the opportunity to assist with this equipment requirement and ask that you not hesitate to contact us should you require additional information.

Respectfully Submitted,

Evan Tucker
Regional Sales Manager
Joe Johnson Equipment
Cell: 980-239-2843
etucker@jjeusa.com



Subsidiary of Federal Signal Corporation

704-289-6488



jjei.com



info@jjei.com



4519 Old Charlotte Hwy. Monroe NC 28110



Quotation

To provide one (1) new USJ/Vactor Ramjet 4025-750 Skid Mounted High Pressure Jetting Unit, mounted on a Ford F550 Chassis (Diesel), standard equipped as described below:

Engine/Pump:

- Hatz 74 HP Diesel Engine Tier IV
- USJ 40 GPM @ 2000 PSI
- Triplex Plunger Pump
- Tier 4 Basic Control Panel
- Auto Shutdown (for High Engine Temp/Low Oil Pressure)
- Water Recirculation & anti-Freeze Sys
- Pulsation System

Tank:

- Two (2) 375 Gallon Black Water Tanks

Hose Reel & Hose:

- Large Pivot Hose Reel
- 3/4" x 500' Sewer Hose
- Manual Hose Guide
- Hydraulic Driven Hose Reel

Accessories:

- 10' Leader Hose
- 3/4" RPD 3R/1F Nozzle
- 3/4" RPD 6R Nozzle
- Finned Nozzle Extension
- 3" Tiger Tail
- Nozzle Rack
- 2 1/2" x 25' Hydrant Hose
- Emergency Stop Button

Clean Air. Clean Water. Clean Streets.



Subsidiary of Federal Signal Corporation

704-289-6488



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4519 Old Charlotte Hwy. Monroe NC 28110



Additional Options:

- 16 ft. Flat Bed
- Basic Skid Install Included; Additional Customization to Skid Subject to Standard Labor Rates
- Upgrade to Longer 3/4" Hose, Increments of 100'
- Footage Counter Manual Option
- 2 1/2" Hydrant Hose Holder
- 42" Aluminum Toolbox
- LED Arrowboard
- Washdown System w/ Gun & 25' of Hose

Purchase Price..... \$188,566.00

Terms & Conditions

Strictly Subject to Availability and Prior Sale

Subject to revision based on events beyond our control due to wildly fluctuating material prices

Pricing in USD, taxes, and fees to be paid at time of tag & title if applicable.

Price Includes PDI, delivery and training.

Payment Terms: Net 30 days

Purchase order required.

Delivery: To be confirmed at time of order

Quotation valid for 45 days

**RICHLAND COUNTY
ADMINISTRATION**

2020 Hampton Street, Suite 4069
Columbia, SC 29204
803-576-2050



Agenda Briefing

Prepared by:	Syndi Castelluccio	Title:	Manager
Department:	Public Works	Division:	Solid Waste & Recycling
Date Prepared:	October 24, 2024	Meeting Date:	November 21, 2024
Legal Review	Patrick Wright via email	Date:	November 12, 2024
Budget Review	Maddison Wilkerson via email	Date:	November 12, 2024
Finance Review	Stacey Hamm via email	Date:	November 12, 2024
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCEM	
Meeting/Committee	Administration & Finance		
Subject	Award of a Contract for Residential Roll Carts - Re-issued		

RECOMMENDED/REQUESTED ACTION:

The Solid Waste & Recycling Division seeks Council’s approval to award the contract for the Residential Roll Cart Purchase Agreement to the highest-ranked offeror, Otto Environmental Systems, for the supply of residential garbage and recycling roll carts essential to the curbside collections program.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If not, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

The FY25 Solid Waste & Recycling Operating Budget allocated \$700,000.00 for the purchase of residential roll carts of which \$421,488.00 remains. There is 60% of the budget left which aligns with the 58% of the year remaining. The remaining budget should be sufficient to cover the bid rates from Otto Environmental, which are set at a unit cost of \$54.86 per cart. This will result in a savings of \$6.38 per cart compared to the current vendor's price of \$61.24.

Applicable fund, cost center, and spend category: Fund: 2101
Cost Center: 3656
Spend Category: Recycle Bins

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

A Best Value Bid, # RC-675-BV-25, Residential Roll Carts-Re-issued was advertised on August 16,2024. Five (5) submittals were received. An Evaluation Team of five members reviewed the submittals. The highest ranked offeror for award is Otto Environmental Systems.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

There are no legal concerns regarding this matter.

REGULATORY COMPLIANCE:

Roll Cart Containers must meet American National Standards Institute (ANSI) cart standards Z245.30-2008 and ANSI Z245.60-2008 or latest ANSI update. The roll cart model proposed is compatible with standard American Semi-Automated Bar-Locking Rear Lifters (ANSI Type B) along with Fully Automated Side Loader Grab-Type Lifters (Type G) and comply with ANSI Standards for Equipment Technology and Operations for Wastes and Recyclable Materials – Waste Containers Safety Requirements and Compatibility Dimensions.

MOTION OF ORIGIN:

There is no associated Council motion of origin.

STRATEGIC & GENERATIVE DISCUSSION:

The County provides residential roll carts to all residents in unincorporated Richland County. These carts are utilized to collect household garbage and recycling products weekly. The residential curbside program has been in place and operating efficiently for decades, and has proven to be a reliable method for residents to dispose of household waste. The awarded Contractor will assume responsibilities for providing roll cart, parts, tools, and any required training to maintain our curbside collection program.

The current contract for the County's Residential Roll Carts expired, requiring a new contract for this service. Following solicitation, an evaluation team appointed by Administration reviewed submittals. The evaluators scored submissions based on several categories: cost; design; reliability; durability of cart models - assessed through testing results and sample inspections; capabilities to perform - which included delivery capacity and reclaim program offerings; and performance history - evaluated through references.

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

Goal: Commit to fiscal responsibility
Establish operational excellence

Initiative: Address current and future resource needs [Click or tap here to enter text.](#)

**RICHLAND COUNTY
ADMINISTRATION**

2020 Hampton Street, Suite 4069
Columbia, SC 29204
803-576-2050



Agenda Briefing

Prepared by:	J Adam Hixon	Title:	Assistant County Engineer
Department:	Public Works	Division:	Engineering
Date Prepared:	October 29, 2024	Meeting Date:	November 21, 2024
Legal Review	Patrick Wright via email	Date:	November 12, 2024
Budget Review	Maddison Wilkerson via email	Date:	November 12, 2024
Finance Review	Stacey Hamm via email	Date:	November 12, 2024
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCEM	
Meeting/Committee	Administration & Finance		
Subject	Award of Construction - Fashion/Forum/St Andrews Road Rehabilitation		

RECOMMENDED/REQUESTED ACTION:

Public Works staff recommends the award of contract to Armstrong Contractor's for the resurfacing of Fashion Drive/Forum Drive/Market Place Commons in the Village of Sandhills and the rehabilitation of St Andrews Road east of Broad River Road. The bid total is \$2,222,000. Staff recommends a 15% contingency for a total approved amount of \$2,555,300.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If not, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

This is a jointly funded project between Richland County using the Road Maintenance Fund and the County Transportation Committee (CTC) using the C-Fund. Available funding is currently encumbered in requisition REQ-00000512. Funding approval for the resurfacing of Fashion/Forum has been received from the CTC.

The C-Fund includes \$908,319.45 granted to Fashion Dr and \$390,100.96 granted to Forum Dr. The Road Maintenance Fund is available and will provide an additional \$61,839.26 for Fashion Dr/Market Place Commons, an additional \$491,620.66 for Forum Dr, and \$370,119.67 for St Andrews Rd/Meadowland Ct.

Applicable fund, cost center, and spend category: Fund: 1216 RMF/1200 Grants
Cost Center: 3020 Road Maint. /9923 PW Grants
Grant Number: GR-00000016 /
CTC Grant ID P032237
Spend Category: Construction

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

Request for bids for RC-678-B-25 was posted on September 9th. A non-mandatory pre-bid conference was held on September 24th at 2PM. Bidding was closed on October 18, 2024 with a total of four

submitted bids which were evaluated on October 21, 2024. Procurement found that the apparent low bidder, Diamond Concrete Finishing LLC, had submitted an incomplete proposal and were rendered non-responsive. The next lowest, responsive, and responsible bidder was Armstrong Contractors.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

There are no legal concerns regarding this matter.

REGULATORY COMPLIANCE:

None

MOTION OF ORIGIN:

There is no associated Council motion of origin.

STRATEGIC & GENERATIVE DISCUSSION:

The overall goal of the project is to restore Fashion Drive, Forum Drive, and Market Place Commons in the Village of Sandhills and St Andrews Road east of Broad River Road, thereby providing the residents of Richland County with an overall safer, better riding roadway system.

Fashion Drive/Market Place Commons and Forum Drive provide access to the Village of Sandhills Mall and the various businesses within. St. Andrews Road provides access to several businesses and the Acasa River Crest apartment complex.

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

Goal: Commit to Fiscal Responsibility

Objective: Establish processes to align with available resources

Initiative: Provide safer and higher quality roads to the citizens of Richland County using outside funding.

ATTACHMENTS:

1. Bid Tally
2. Fashion/Forum Exhibit
3. St Andrews Exhibit

	Armstrong Contractors	Blythe Construction Inc	Diamond Concrete Finishing, LLC	Palmetto Corp of Conway
Total Cost	\$ 2,221,999.9999999995	\$ 2,495,550.03	\$ 700,490.0	\$ 2,502,030.0

Richland County Road Repair and Resurfacing Fashion Dr / Forum Dr

Attachment 2

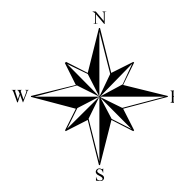


Legend

Roads Maintenance

- County - Road Repair and Resurfacing
- County Paved
- - - County Unpaved
- SCDOT
- Private or Other
- Railroads
- Parcels

Fashion Drive / Market Place Common:
From Railroad r/w to SCDOT r/w at Clemson Rd
Forum Drive: From Fashion Dr to North Springs Rd



1 inch = 700 feet




Produced by Richland County
Department of Public Works
2024

Saint Andrews Road Resurfacing and Sidewalk Installation



NOTE: Resurfacing to include Saint Andrews Rd and Meadowland Ct

Legend

 Proposed Sidewalk


Roads Maintenance

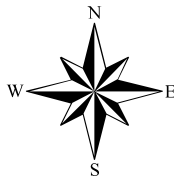
 County Paved

 SCDOT

 Private or Other

 Parcels

 City of Columbia



Produced by Richland County
Department of Public Works
2023

**RICHLAND COUNTY
ADMINISTRATION**

2020 Hampton Street, Suite 4069
Columbia, SC 29204
803-576-2050



Agenda Briefing

Prepared by:	Kendra L. Dove	Title:	Treasurer
Department:	Treasurer's Office	Division:	
Date Prepared:	October 23, 2024	Meeting Date:	November 21, 2024
Legal Review	Elizabeth McLean via email	Date:	October 31, 2024
Budget Review	Maddison Wilkerson via email	Date:	November 6, 2024
Finance Review	Stacey Hamm via email	Date:	November 12, 2024
Approved for consideration:	County Administrator	Leonardo Brown, MBA, CPM	
Meeting/Committee	Administration & Finance		
Subject	Disbursement of Federal Forestry Funds		

RECOMMENDED/REQUESTED ACTION:

The Treasurer recommends approving the resolution to distribute \$24,654.32 in Federal Forestry Funds.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department's current fiscal year budget?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If not, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

A total of \$24,654.32 will be divided according to a ratio set forth by Council for the benefit of public schools and public roads. There are no costs to the County associated with this request.

Applicable fund, cost center, and spend category: To be determined

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

Not applicable.

COUNTY ATTORNEY'S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

There are no legal concerns regarding this matter.

REGULATORY COMPLIANCE:

Title 10, §2665(e)(2) of the United States Code of Laws, "the amount paid to a State pursuant to paragraph (1) shall be expended as the State legislature may prescribe for the benefit of the public schools and public roads of the county or counties in which the military installation or facility is situated."

MOTION OF ORIGIN:

Item 15d: Treasurer’s Office – Disbursement of Forestry Funds

“Ms. Newton moved to approve Items 15(b)–15(g), seconded by Ms. Barron.”

Council Member	The Honorable Chakisse Newton, District 11
Meeting	Regular Session
Date	March 7, 2023

STRATEGIC & GENERATIVE DISCUSSION:

The Richland County Treasurer has received Federal Forestry Funds from the Office of the State Treasurer. Council is requested to approve a Resolution to distribute these funds. Federal Forestry Funds are generated based on a portion of the net proceeds generated by the sale of forest products extracted from McEntire Air Force Base and other military installations located within Richland County. The total amount of forestry funds available at this time for allocation by Council is \$24,654.32.

Note: these funds are not received annually.

Pursuant to Title 10, §2665(e)(2) of the United States Code of Laws, “the amount paid to a State pursuant to paragraph (1) shall be expended as the State legislature may prescribe for the benefit of the public schools and public roads of the county or counties in which the military installation or facility is situated.”

Since the SC Legislature has not enacted, to date, any law prescribing how these funds are to be allocated, the specific amounts to be allocated for the benefit of public schools and public roads of Richland County are at the discretion of Richland County Council.

The last time that Richland County Council allocated federal forestry funds, which totaled \$33,575.26, was in March 2023. The Council allocated 50% to Richland School District One, Richland School District Two, and Richland/Lexington School District Five, to be apportioned according to the respective student population of each school district, and 50% to be transferred to the General Fund of the County, to be used for the construction and/or improvements of public roads within the County.

Prior to the 2023 allocation, Council allocated 100% forestry funds to public roads in 2021. In 2018, 2017, 2014, 2012, and 2011, Council allocated 50% of the funds to public schools and the remaining 50% to public roads.

If Council should proceed with the 50% allocation for the schools, the amounts per School District will be as follows:

School District	Number of Students	Allocation
Richland School District One	*22,037	\$3,994.32
Richland School District Two	*28,510	\$5,167.58
Richland / Lexington School District Five	**17,463	\$3,165.26
Public Roads		\$12,327.16

Sources: *SC Annual School District Report Card Summary

**Richland / Lexington School District Five – District 5 students who live in Richland County

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

Goal: Commit to Fiscal Responsibility

Initiative: Align budget to priorities and seek alternative revenue sources

ADDITIONAL COMMENTS FOR CONSIDERATION:

2011	Council allocated 50% of the funds (\$2,640.89) to the schools, and 50% of the funds (\$2,640.89) to public roads.
2012	Council allocated 50% of the funds (\$3,700) to the schools, and 50% of the funds (\$3,700) to public roads.
2014	Council allocated 50% of the funds (\$3,845.20) to the schools, and 50% of the funds (\$3,845.20) to public roads.
2017	Council allocated 50% of the funds (\$12,163.49) to the schools, and 50% (\$12,163.50) of the funds to public roads.
2018	Council allocated 50% of the funds (\$16,383.13) to the schools and 50% \$(16,383.13) of the funds to public roads.
2021	Council allocated 100% of the funds to public roads (\$684,752.95).
2023	Council allocated 50% of the funds (\$16,787.62) to the schools, and 50% of the funds (\$16,787.64) to public roads

ATTACHMENTS:

1. Resolution

STATE OF SOUTH CAROLINA

A RESOLUTION OF THE RICHLAND COUNTY COUNCIL
COUNTY OF RICHLAND)

A RESOLUTION TO ALLOCATE FEDERAL FOREST FUNDS

WHEREAS, the State of South Carolina receives forty percent (40%) of the net proceeds from the sale of forest products on land owned or leased by a military department; and

WHEREAS, the Office of the State Treasurer issues a check to Richland County representing a share of federal monies generated at McEntire Air Force Base and at other military installations located within the County; and

WHEREAS, the Richland County Treasurer currently has a total of \$24,654.32 in Military Forest Fund monies, which was received from the Office of the State Treasurer; and

WHEREAS, pursuant to 10 U.S.C. §2665(e)(2), “the amount paid to a State pursuant to paragraph (1) shall be expended as the State legislature may prescribe for the benefit of the public schools and public roads of the county or counties in which the military installation or facility is situated”; and

WHEREAS, the South Carolina Legislature has not enacted, to date, any law prescribing how these funds are to be allocated, so that allocation must be determined for the benefit of both the public schools and public roads of Richland County;

NOW, THEREFORE, BE IT RESOLVED that the Richland County Council does hereby allocate the Military Forest Funds of \$24,654.32 as follows:

____% (\$_____) to Richland School District One, Richland School District Two, and Richland/Lexington School District Five, to be apportioned according to the respective student population of each school district; and

____% (\$_____) to be transferred to the General Fund of Richland County, to be used for the construction and/or improvement of public roads within the County.

ADOPTED THIS the ____ day of ____, 2024.

Jesica Mackey, Chair, Richland County Council

Attest:
Clerk to Council

**RICHLAND COUNTY
ADMINISTRATION**

2020 Hampton Street, Suite 4069
Columbia, SC 29204
803-576-2050



Agenda Briefing

Prepared by:	Lori Thomas	Title:	Assistant County Administrator
Department:	Administration	Division:	
Date Prepared:	October 16, 2024	Meeting Date:	November 21, 2024
Legal Review	Patrick Wright via email	Date:	November 12, 2024
Budget Review	Maddison Wilkerson via email	Date:	November 6, 2024
Finance Review	Stacey Hamm via email	Date:	November 6, 2024
Approved for consideration:	County Administrator	Leonardo Brown, MBA, CPM	
Meeting/Committee	Administration & Finance		
Subject	Considerations for Allocation of Accommodations Tax for Affordable Housing		

RECOMMENDED/REQUESTED ACTION:

Staff is providing information for consideration of an allocation of annual accommodations tax for affordable housing as allowed by State statute.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If not, is a budget amendment necessary?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

The County Accommodations Tax fund and Tourism Development Fund (local accommodations tax) both carry significant fund balances. Based upon the referred motion, the allocation from the Accommodations tax fund would be \$97,148; from the Tourism Development fee, the amount would be \$222,121.

If allocated, the estimated fund balance at fiscal 2025 year-end for the Accommodations Tax would be approximately \$315,687 and Tourism Development would be \$2,500,854. If Council approves that 15% of funds from state and local accommodations tax be allocated in accordance with the State statute for fiscal year 2025, an ordinance to amend the budget is required. This would require three readings of the ordinance and a public hearing.

Applicable fund, cost center, and spend category: Accommodations Tax and Tourism Development Fee - Transfers out

OFFICE OF PROCUREMENT & CONTRACTING FEEDBACK:

Not applicable.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

The County Attorney’s Office will provide legal advice in Executive Session.

REGULATORY COMPLIANCE:

Sect. 6-1-530 (7) of the S.C. Code of Laws’ for SC fiscal year 2024.

MOTION OF ORIGIN:

I move that 15% of each prior year’s collections of accommodations tax be allocated for affordable housing in alignment with Sect. 6-1-530 (7) of the S.C. Code of Laws’, workforce housing and home ownership promotion requirement and Act 57 of 2023’s “mortgage assistance” requirement. This allocation is to directly focus on down payment assistance for homeownership for Richland County employees, public safety, EMS and Richland One and Two teachers.

Council Member	The Honorable Jesica Mackey, District 9, The Honorable Alison Terracio, District 5 The Honorable Gretchen Barron, District 7
Meeting	Regular Session
Date	September 10, 2024

STRATEGIC & GENERATIVE DISCUSSION:

The County Accommodations Tax fund and Tourism Development Fund (local accommodations tax) both carry significant fund balances. Below are the potential amounts to be allocated based upon the referred motion referred as well as the estimated fund balance at fiscal 2025 year-end:

Fund	Allocation	FY2025 Year End Fund Balance
Accommodations Tax	\$97,148.00	\$315,687.00
Tourism Development Fee	\$222,121.00	\$2,500,854.00

If Council gives approval for 15% of funds from state and local accommodations tax to allocated in accordance with state statute for fiscal year 2025, an ordinance to amend the budget is required. This would require three readings of the ordinance and a public hearing.

ASSOCIATED STRATEGIC GOAL, OBJECTIVE, AND INITIATIVE:

Goal: Commit to fiscal responsibility

Initiative: Align budget to priorities and seek alternative revenue sources

Goal: Plan for Growth

Initiative: Provide equitable living and housing options

ATTACHMENTS:

1. SECTION 6-1-530.Use of revenue from local accommodations tax.

SECTION 6-1-530. Use of revenue from local accommodations tax.

(A) The revenue generated by the local accommodations tax must be used exclusively for the following purposes:

- (1) tourism-related buildings including, but not limited to, civic centers, coliseums, and aquariums;
- (2) tourism-related cultural, recreational, or historic facilities;
- (3) beach access, renourishment, or other tourism-related lands and water access;
- (4) highways, roads, streets, and bridges providing access to tourist destinations;
- (5) advertisements and promotions related to tourism development;
- (6) water and sewer infrastructure to serve tourism-related demand; or

(7) development of workforce housing, which must include programs to promote home ownership. However, a county or municipality may not expend or dedicate more than fifteen percent of its annual local accommodations tax revenue for the purposes set forth in this item. The provisions of this item are no longer effective after December 31, 2030.

(B)(1) In a county in which at least nine hundred thousand dollars in accommodations taxes is collected annually pursuant to Section 12-36-920, the revenues of the local accommodations tax authorized in this article may also be used for the operation and maintenance of those items provided in (A)(1) through (6) including police, fire protection, emergency medical services, and emergency-preparedness operations directly attendant to those facilities.

(2) In a county in which less than nine hundred thousand dollars in accommodations taxes is collected annually pursuant to Section 12-36-920, an amount not to exceed fifty percent of the revenue in the preceding fiscal year of the local accommodations tax authorized pursuant to this article may be used for the additional purposes provided in item (1) of this subsection.

HISTORY: 1997 Act No. 138, Section 8; 1999 Act No. 93, Section 13; 2002 Act No. 312, Section 1; 2006 Act No. 314, Section 1, eff June 1, 2006; 2010 Act No. 290, Section 35, eff January 1, 2011; 2023 Act No. 57 (S.284), Section 1, eff May 19, 2023.