

Transportation Penny Advisory Committee Meeting Monday, September 23, 2019 at 5:30 PM 4th Floor Conference Room 2020 Hampton Street, Columbia SC 29202

Meeting Agenda

1.	Call to Order	Mr. Phillip Simoneaux
2.	Approval of Minutes	Mr. Phillip Simoneaux
3.	Public Comments	
4.	Office of Small Business Opportunities (Pages 1-6)	Ms. Erica Wade
5.	Transportation Program (Pages 7-8)	Mr. Michael Niermeier
	 Council Approvals Preconstruction Update Construction Update Miscellaneous 	Mr. David Beaty
6.	The Comet (Pages 9-41)	Mr. John Andoh
7.	 Finance Reports DBE Reports Annual Report-2017 Community Leaders Program July, August and September Bus Stop Reports Penny Coordination Project Listing Blue Bike Expansion Other Business	
8.	• Next scheduled meeting: October 28, 2019 Adjournment	



	Transportation Penny Advisory Committee Report
OSBO	September 18
Manager's Report	2019

1. <u>Executive Summary:</u>

This report is submitted pursuant to Ordinance (s) 049-13HR and 058-16HR to ensure that the OSBO team provides support to the County to ensure that the SLBE has equal opportunity to participate in County contracts for all six (6) Industry Categories.

Primary Industry Category								
Construction	Professional	Non-Professional	Engineering	Architectural	Wholesale			
Services	Services	Services	Services	Services	Operations			

2. Purpose:

The purpose of this report is to manage the ongoing requirements of the Ordinance(s), improving and creating new Standard Operating Procedures (SOPs), and ensuring payment to contracted SLBEs.

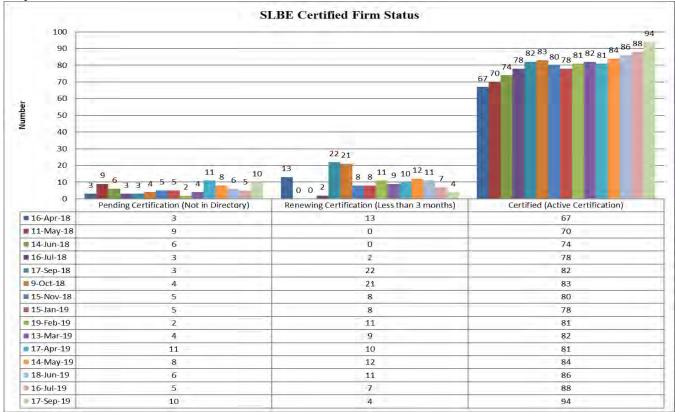
Team Matrix							
Name	Department	Title					
Christine Keefer	GCS	GCS Director					
Michael Niermeier	Transportation	Director of Transportation					
Erica Wade OSBO		Manager of OSBO					
Michelle Rosenthal	OSBO	Business Development Coordinator					
Bryant Davis	GCS	Asst. Director of GCS					
Cheryl Cook	OSBO	Assistant Manager of OSBO					
Jennifer Wladischkin	Procurement	Manager of Procurement					
Yolanda Davis	Procurement	Contract Specialist					
Allison Steele	Transportation	Deputy Director					
Alicia Aull	Transportation	Senior Accountant					
Nathaniel Miller	Transportation	Contract & Budget Manager					

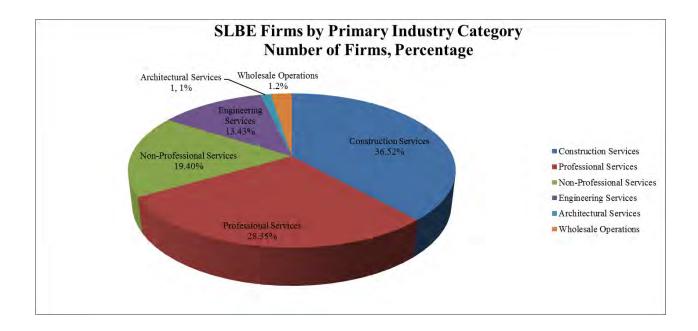
3. Office of the Small Business Opportunity Cross Functional Team

4. Goal Setting Committee (GSC)

Team Matrix					
Name	Department	Title			
Erica WadeOSBORoss TiltonPDT		Manager of OSBO			
		Program Administrator			
Cor'deija Horne	OSBO	Program Coordinator			
Margaret Jones	OSBO	Certification & Compliance Specialist			
Jennifer Wladischkin	Procurement	Manager of Procurement			
Gerald Walker PDT		Estimator			



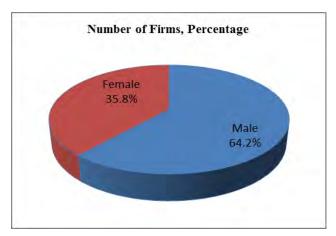




SLBE Firms by Ethnicity

Number of Firms, Percentage Asian All Others 1, 4% 1, 4% White 28.6% Black 68.6%

SLBE Firms by Gender



200,000,000 180,000,000 160,000,000 140,000,000 120,000,000 100,000,000 80,000,000 60,000,000	Contract Partici	pation			
40,000,000 20,000,000 0	Payments to SLBE Certified	Payments to Uncertified Firms	Total		
■ 11-May-18	37,206,551	94,638,924	131,845,475		
15-Jun-18	37,693,416	97,965,828	135,659,244		
🛢 16-Jul-18	38,601,304	97,323,329	135,924,633		
17-Sep-18	40,243,182	98,686,959	138,930,141		
9-Oct-18	40,729,387	101,826,234	142,555,621		
15-Nov-18	32,323,964	111,557,183	143,881,147		
15-Jan-19	33,514,501	121,400,800	154,915,301		
19-Feb-19	34,199,808	128,398,654	162,598,462		
📁 13-Mar-19	34,199,808	128,408,303	162,608,111		
16-Apr-19	34,762,568	133,599,345	168,361,913		
📕 14-May-19	35,884,580	138,427,667	174,312,247		
📕 19-Jun-19	35,889,391	139,733,398	175,622,789		
16-Jul-19	36,874,220	145,152,340	182,026,560		
17-Sep-19	37,473,273	146,742,374	184,215,647		

Contract Participation: January 1, 2012-September 17, 2019* PDT SLBE Goal Participation Update 2018-19

Project Name	Sheltered Market	SLBE Goal	DATE
2017 Dirt Roads Package H/I	No	4.05%	February 6, 2018
2017 Dirt Roads Package G	Yes	100%	February 22, 2018
2018 Resurfacing Project Package O	No	0%	March 2, 2018
Resurfacing Project Package P	No	0%	May 7, 2018
Sidewalk Package S-8	Yes	100%	April 19, 2018
Pedestrian Improvements at Intersections	No	12%	July 3, 2018
2018 Sidewalks – Koon Rd. & Farmview St.	Yes	100%	July 18, 2018
2016 PDT Sidewalks-Clemson Road	Yes	100%	October 2, 2018
2018 Richland County Dirt Roads Package I	No	5.95%	October 19, 2018
SERN NIP	No	17.3%	November 15, 2018
2018 Richland County Dirt Roads Project 7 Road Group	No	11%	December 31, 2018
OET Sidewalks – Polo Road	No	25%	January 17, 2019
Sidewalk Package S-11	No	22%	January 28, 2019
Richland County Resurfacing Package Q	No	0%	February 26, 2019
North Springs and Harrington Intersection Improvements	No	15%	March 13, 2019
Greene Street Widening-Phase II	No	16%	April 9, 2019
Atlas Road Widening Project	Nµo	14%	April 4, 2019
2019 Resurfacing Package R	No	0%	April 17, 2019

6. Department Outlook:

- i. Facilitating increase in County wide SLBE utilization in County wide contracts
 - OSBO staff is collaborating with RC Directors to identify current vendors to become certified SLBEs
- ii. Continued review of PDT SLBE Contractual Compliance

Business Development

- i. OSBO Website Highlights
- ii. Highlighted Articles
 - Firm's Featured Story
 - Engage Richland: Connecting Small Businesses to Financing and Contracting Opportunities
- iii. Participated in the Greater Cayce West Columbia 2019 Breakfast Business Expo, July 19
- iv. Coordinated the Best Safety Practices for Job Sites (How to Protect Yourself) Workshop, July 17
- v. Attended the Open-bid for North Springs/Harrington Intersection, July 17
- vi. Attended Food Academy Grand Opening, August 1
- vii. Interviewed on Richland Radio by Major Polis, Richland County Sheriff Department, regarding Engage Richland: Connecting Small Businesses to Financing and Contracting Opportunities, August 9
- viii. Attended SBA Training Workshops - Getting on the GSA Schedule and Marketing to the Federal Government, August 7-8
- ix. OET Pre-Qualification, August 19
- x. Procurement Training, August 27
- xi. Pitch B.L.A.C.K. Business Start-up Competition, August 30
- xii. The ROSHO Live Event Visibility is Power Conference, September 6
- xiii. Conducted 13 site visits

Title of Workshop	Date	No. Attended
Small Business Compliance and Legal Issues	Jan 24	44
Small Business Certifications	Feb 11	83
RFPs & RFQs: The Alphabet Soup of Procurement	Feb 20	38
Keeping Your Finances in Check Tax Preparation	Mar 25	15
Successful Marketing Principles for Small Businesses	Apr 24	31
Effective Business Management Skills Series (Jun 3, 10, 17, 24)	Jun 3	20
Effective Business Management Skills Series (Jun 3, 10, 17, 24)	Jun 10	18
Effective Business Management Skills Series (Jun 3, 10, 17, 24)	Jun 17	13
Effective Business Management Skills Series (Jun 3, 10, 17, 24)	Jun 24	18
Best Safety Practices for Job Sites (How to Protect Yourself)	Jul 17	12
Engage Richland: Connecting Small Businesses to Financing and Contracting Opportunities	Sep 11	200

Certification and Compliance

- **Projects Completed**
- iii. Completed nine (9) new certifications and three (3) renewals. There are four (4) new certification pending and (0) re-certification pending
- iv. Conducted six site visits

v.Attended several other meetings with OSBO staff members during the month of July-September

- i. Reconciled/posted multiple payments to prime and subcontractors
- ii. Number of payments due to prime, 120
- iii. Number of payments due to subcontractors, 119 (July and August)

Outreach

OSBO department hosted Engage Richland event on Wednesday, 9/11 at the R2i2 venue over 200 attendees.

Exhibitor at Sept. 18/ 9am-12pm SBA Hispanic Business Association (HBA) Small business Forum, Benedict Business Center

Scheduled to attend and serve as vendor at the Access Conference 2019 at Benedict College on September 30th.

Transportation Department Update

Council Approvals

- Letters of Recommendation to Award Construction were approved by Council
- On August 1, 2019 of North Springs/Harrington Intersection (\$961k) and Resurfacing Package Q (\$4.3M). Contract execution by County staff remains pending.
- On August 1, 2019 Council directed staff to remove items from projects that would have the maintenance responsibility of the County to include landscaped medians, mast arm signal poles, lighting and shared use paths
- On August 1, 2019 Council approved moving forward with the development of 50 of the 56 sidewalks included in the 2012 Referendum. This will allow the continued development through construction of Sunset, Alpine, Percival, Harrison, and Polo.

Pre-Construction Update

- Procurement Items
 - Awaiting execution of construction contract for North Springs/Harrison Sidewalk
 - \circ $\;$ Awaiting execution of construction contract for Resurfacing Package Q $\;$
 - Awaiting advertisement of Resurfacing Package R (provided to County in May 2019)
 - Awaiting advertisement of Clemson Road Sidewalk (provided to County on September 6, 2019)
 - Awaiting advertisement of Polo Road Shared Use Path (provided to County on September 6, 2019)
 - Awaiting advertisement of Harrison Road Sidewalk (provided to County on September 6, 2019)
 - Advertise Garners Ferry/Harmon & Screaming Eagle/Percival Intersections (available in October)
 - Advertise Bull/Elmwood Intersection (available in October)
 - Advertise Dirt Road Package K (available in October)
 - Advertise Atlas Road Widening (available in late 2019)
 - Advertise Blythewood Road Widening Phase 1 (available in late 2019)
- <u>Blythewood Area Improvements (Creech Connector and McNulty)</u> OET has delivered scope and fee to complete design. Awaiting staff approval to continue project development.
- <u>Percival Road Sidewalk</u> Subsurface Utility Engineering has been completed. OET is evaluating conflicts with drainage and will need to make design changes.
- <u>Clemson/Sparkleberry Intersection</u> PDT has submitted revised design (Modified Quadrant) to SCDOT who has approved concept. Project is positioned to be advanced.
- <u>Broad River Road Widening</u> Project has been completed through draft 65% plans. Formal 65% plans are scheduled to be delivered in December 2019.

- <u>Blythewood Widening Phase 1</u> The PDT has completed acquiring Right of Way. County legal has concurred with the PDT's recommendation to move forward with the remaining 8 tracts for condemnation. It is expected Final Construction Plans will be approved by SCDOT in October 2019. Pending the County moving forward with condemnation, the project could be advertised for construction late 2019.
- <u>Bull/Elmwood Intersection</u> Right of Way acquisition is in process and nearly complete, except for one tract (Church of God). It is expected Final Construction Plans will be approved by SCDOT in October 2019. Pending the County moving forward with condemnation, the project could be advertised for construction late 2019.
- <u>Shop Road Widening</u> Limited Right of Way Acquisition has been performed by the PDT. Revised 70% Right of Way Plans are scheduled to be complete in October 2019. Pending County approval, Right of Way Services could proceed.
- <u>Greene Street Phase 2</u> Construction bids were opened 9-18-19.
- <u>Gills Creek Greenway</u> Phase 2 and 3 70% Right of Way Plans have been delivered and are under review.

Construction Update

- <u>Clemson Road Widening</u> Construction is 30% complete and continues to include clearing and grubbing, earthwork and some drainage activities.
- <u>North Main Street</u> Project is approximately 70% complete. Drainage installation progressing north of Sunset toward Monticello. Due to utility conflicts and delays, construction completion is anticipated to be late 2020.
- <u>3 Rivers Greenway</u> Installation of the concrete pathway remains 99% complete. Remaining work includes construction of the Fire/Rescue building and project punchlist items. Additional coordination will be required to accommodate Railroad comments regarding pathway's encroachment into Railroad Right of Way. This issue will delay completion and undetermined amount of time.
- <u>Magnolia/Schoolhouse Sidewalks</u> Contractor has re-started work on Magnolia. No work to date on School House Road.
- <u>Dirt Road Packages G, H, and I (16 roads)</u> Construction continues.
- <u>Candlewood NIP Phase 3</u> Construction is 50% complete and is scheduled to be completed in November 2019.
- <u>SERN</u> Construction is approximately 5% complete and clearing and grubbing has been completed for the new roadway.
- <u>Broad River Neighborhood</u> Construction is 30% complete and continues with installation of storm drainage.
- <u>Resurfacing P (80 roads)</u> Construction is 30% complete and continues.
- <u>Shop Road Extension Phase 1</u> The entire project is complete and open to traffic.
- <u>Koon Sidewalk</u> Construction is complete, pending completion of punchlist items.

- <u>Pedestrian Improvement Projects</u> Construction is complete, pending completion of punchlist items.
- <u>Resurfacing O (39 roads)</u> Construction is complete, pending completion of punchlist items.

Miscellaneous

- A Transportation Ad Hoc Committee meeting is scheduled for September 24, 2019 at 1:00.
- The PDT contract expires November 3, 2019 and management of the Program will be performed "in-house" by County staff.
- The County has issued 3 separate Requests for Qualifications for On-Call Engineering, Construction Inspection, and Staff Augmentation.
- Depending on consultant selections and Council guidance on Program funding decisions, project development will be available to be resumed for the following projects which have been inactive: Blythewood Area Improvements, Lower Richland Blvd. Widening, Polo Widening, Spears Creek Widening, Clemson/Sparkleberry Intersection, Shop Road Extension Phase 2, Broad River Corridor NIP, Trenholm Acres/Newcastle NIP, Crane Creek Greenway, Gills Creek Greenway B and C, Smith/Rocky Branch Greenway, Bikeway Sharrows, and Bikeway Road Diets.

Transportation Program Update



Financial Highlights FY 2020 Month End July 2019

8.33% of fiscal year completed

Net Income (Loss)
 O Month ~ \$2.60M

Actual YTD ~ \$2.60M

- Total Revenue:
 - YTD ~ \$5.17M compared 1/12th of annual budget at ~\$2.48M; total YTD collections average ~17% of annual budgeted amount
 - Includes billing for penny sales tax income: ~\$4.85M
- Total Expenses:

<table-cell-columns> Cash:

YTD ~ \$2.57M compared to 1/12th of annual budget of \$2.48M; total YTD expenditures represent an average ~ 9% of annual budget

	represent an average ~ 3% of annual budget	
	 YTD paid to Contract Operator since 7/1/2015 – current mo. ~\$ Payments include any liquidated damages 	52,722,876
	Professional Contract services (4361, 4363):	
	 ABLE SC (Application s & Mobility Mgt Svcs) 	9,514
	 Auger Consulting 	5,590
	 Brownstone (engineering & design) 	63,320
	 Burr Forman & McNair 	4,000
	 Chernoff Newman, LLC (includes invoice adjustments) 	14,438
	 Kirk Schneider 	10,070
	 Mauldin Jenkins 	1,496
	 Nexsen Pruet, LLC 	4,000
	 Robinson Gray Law 	8,312
	 Solutions for Transit 	28,895
	 Board Expenses (4210): 	
	■ Lunch	442
	 Travel; R. Leaks 	900
	 Employee Training (4518): (includes per diem, flight, hotel, registration fees & related expenses) A. Prince, J. Andoh, L. Deschamps, 	
	 APTA, Excel Workshop, FTA PTSAP, GRTC, Transit Board Admin & Members workshop 	5,723
0	Wells Fargo - Operating:	~\$ 6.14M
0	OPTUS Bank Reserve Funds:	~\$ 4.91M
	 See Condensed Statement of Financial Position for breakdown details 	-
0	Local Government Investment Pool (LGIP):	~\$13.85M
-		

✓ See Condensed Statement of Financial Position for breakdown details

- Total collections of Penny Revenue since 2013 to present:
 - ✓ \$99,582,063 of \$300,991,000 allocation

Central Midlands Regional Transit Authority Statement of Income vs Budget Period Ended July 31, 2019

			Budgeted YTD (\$) 7/31/2019	Variance (\$) Actual YTD vs Budget YTD		Fiscal Year % complete = 8.33%	
	Actual PTD 7/31/2019				Annual Budgeted Amount	(\$) of Budget remaining Actual YTD vs Annual Budget	(%) of Budget Actual YTD vs Annual Budget
Revenue:							
Passenger Revenue	188,442	188,442	226,715	38,273	2,720,579	2,532,137	7%
Advertising Revenue	506	506	3,333	2,827	40,000	39,494	1%
Contracted Services Revenue	33,567	33,567	12,917	(20,650)	155,000	121,433	22%
Local Revenue - Lexington Cty	59,910	59,910	19,898	(40,013)	238,771	178,861	25%
Interest Income	29,576	29,576	3,333	(26,242)	40,000	10,424	74%
1% Sales Taxes Revenue Earned	4,854,692	4,854,692	1,571,275	(3,283,417)	18,855,298	14,000,606	26%
OPT/SMTF 5339	-	-	47,327	47,327	567,919	567,919	0%
OPT Rural Program 5311 Revenue	-	-	12,211	12,211	146,536	146,536	0%
Hospitality/Accomodations Tax	-	-	500	500	6.000	6,000	0%
CDBG Grants (Shelters & Pass Program)	-	-	8,333	8,333	100,000	100,000	0%
Rental Income	800	800	450	(350)	5,400	4,600	0%
Federal Revenue - Capital: Non Prev Maint	-	-	74,266	74,266	891,191	891,191	0%
Federal Revenue - Capital: Prev. Maint	4,500	4,500	66,667	62,167	800,000	795,500	1%
Federal Revenue - CapX Fleet Procurement	-	-	60,600	60,600	727,200	727,200	0%
Federal Revenue - Salaried Positions	-	-	4,767	4,767	57,200	57,200	0%
Federal Revenue - ADP Software	-	-	6,667	6,667	80,000	80,000	0%
Federal Revenue - ADP Hardware	-	-	6,667	6,667	80,000	80,000	0%
Federal Revenue - Operations Assistance	-	-	125,000	125,000	1,500,000	1,500,000	0%
Federal Revenue - ADA Paratransit	-	-	37,964	37,964	455,572	455,572	0%
Federal Revenue - EE Training	-	-	3,467	3,467	41,600	41,600	0%
Federal Revenue - Mobility 5310	-	-	738	738	8,854	8,854	0%
Federal Revenue - 3rd Party Contractual (Website)	-	-	1,333	1,333	16,000	16,000	0%
Federal Revenue - APC	-	_	26,603	26,603	319,230	319,230	0%
Federal Revenue - Safety & Security	-	_	10,880	10,880	130,557	130,557	0%
Federal Revenue - Vanpool	-	_	10,000	10,000	120,000	120,000	0%
Federal Revenue - Bike Program	-	_	21,333	21,333	256,000	256,000	0%
Federal Revenue - 5339 Shleter ACQ & Install	-	_	120,077	120,077	1,440,928	1,440,928	0%
Gain(Loss) Sale of Asset	195	195	-	(195)	-	(195)	#DIV/0!
Miscellaneous Income	1,927	1,927	83	(1,844)	1,000	(927)	193%
Total Revenues:	5,174,115	5,174,115	2,483,403	(2,690,712)	29,800,835	24,626,720	17%
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Expenses:							
Salaries (Staff/Intern) & Other Paid Wages	80,352	80,352	74,341	(6,011)	892,087	811,735	9%
SC Retirement: ER	11,549	11,549	11,567	19	138,809	127,260	8%
FICA & Medicare	5,567	5,567	5,687	120	68,245	62,678	8%
Health Insurance: ER	3,668	3,668	5,261	1,593	63,129	59,461	6%
SC Unemployment	38	38	542	504	6,500	6,462	1%
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Unaudited - For Management Purposes Only

Central Midlands Regional Transit Authority Statement of Income vs Budget Period Ended July 31, 2019

	Actual PTD 7/31/2019	Actual YTD	Budgeted YTD (\$) 7/31/2019	Variance (\$) Actual YTD vs Budget YTD	Annual Budgeted Amount	(\$) of Budget remaining Actual YTD vs Annual Budget	(%) of Budget Actual YTD vs Annual Budget
Workers Comp	187	187	100	(87)	1,200	1,013	16%
Dues/Subscriptions/Memberships	-	-	3,000	3,000	36,000	36,000	0%
Tuition Reimbursement	-	-	3,500	3,500	42,000	42,000	0%
Marketing/Advertising/Promotional Material	6,139	6,139	21,333	15,194	256,000	249,861	2%
Facility Related Repairs & Maintenance Expense	57,108	57,108	83,333	26,226	1,000,000	942,892	6%
Office Expense	840	840	1,000	160	12,000	11,160	7%
Charitable Donations (Passes ONLY)	-	-	600	600	7,200	7,200	0%
Postage & Shipping	294	294	458	165	5,500	5,206	5%
Printing	9,884	9,884	7,083	(2,801)	85,000	75,116	12%
Board/Committee	442	442	833	392	10,000	9,558	4%
Transit Academy	-	-	125	125	1,500	1,500	0%
Contractor-Fixed Route	988,100	988,100	956,115	(31,985)	11,473,375	10,485,275	9%
Contractor-DART	280,671	280,671	282,180	1,510	3,386,162	3,105,491	8%
Contractor-Spcl Svc/Svc Enhancements	8,297	8,297	22,500	14,203	270,000	261,703	3%
Propane	60,139	60,139	75,000	14,861	900,000	839,861	7%
Vehicle Fuel	81,562	81,562	83,333	1,771	1,000,000	918,438	8%
Insurance - Vehicle	6,282	6,282	7,917	1,635	95,000	88,719	7%
Insurance - Facility	1,282	1,282	1,476	194	17,710	16,428	7%
Insurance-Tort Liability	1,511	1,511	1,958	447	23,500	21,989	6%
Insurance-Officers & Directors	438	438	526	88	6,307	5,869	7%
Professional Contract Services	150,134	150,134	39,369	(110,764)	472,430	322,296	32%
Fare Collection Service & Supplies	825	825	4,167	3,342	50,000	49,175	2%
Tickets & Transfers	15,959	15,959	2,500	(13,459)	30,000	14,041	53%
Natural Gas	53	53	800	747	9,600	9,547	1%
Electric	9,256	9,256	11,692	2,435	140,300	131,044	7%
Water & Sewer	2,339	2,339	2,917	577	35,000	32,661	7%
Telecommunications	8,426	8,426	7,008	(1,418)	84,100	75,674	10%
Misc Fees: Fines, Taxes, etc.	305	305	3,250	2,945	39,000	38,695	1%
Banking Fees	2,435	2,435	2,083	(352)	25,000	22,565	10%
Payroll Processing Fees	161	161	208	47	2,500	2,339	6%
Office Equipment - Lease & Rental	2,659	2,659	3,167	508	38,000	35,341	7%
Furniture, Fixtures, & Equipment < \$5000	617	617	500	(117)	6,000	5,383	10%
Federal Expense: Shelter & Accessories ACQ/Install	-	-	150,097	150,097	1,801,160	1,801,160	0%
Federal Expense: Preventative Maint (PM)	64,091	64,091	-	(64,091)	-	(64,091)	#DIV/0!
Federal Expense: Cap EX (Non PM)	-	-	169,769	169,769	2,037,228	2,037,228	0%
Federal Expense: Capital (Non PM)	426,901	426,901	51,948	(374,953)	623,377	196,476	68%
Federal Expense: 3rd Party Contractual (Website)	-	-	2,083	2,083	25,000	25,000	0%
Federal Expense: APC	-	-	41,566	41,566	498,796	498,796	0%
Federal Expense: Safety & Security	27,985	27,985	46,613	18,628	559,358	531,373	5%

Fiscal Year % complete = 8.33%

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Unaudited - For Management Purposes Only

Central Midlands Regional Transit Authority Statement of Income vs Budget Period Ended July 31, 2019

Fiscal Year % complete = 8.33%

	Actual PTD 7/31/2019	Actual YTD	Budgeted YTD (\$) 7/31/2019	Variance (\$) Actual YTD vs Budget YTD	Annual Budgeted Amount	(\$) of Budget remaining Actual YTD vs Annual Budget	(%) of Budget Actual YTD vs Annual Budget
Federal Expense: ADP Software ACQ & Maint	5,950	5,950	8,333	2,384	100,000	94,050	6%
Federal Expense: ADP Hardware ACQ & Maint	2,274	2,274	8,333	6,059	100,000	97,726	2%
Federal Expense: Van Pool Ops	-	-	10,000	10,000	120,000	120,000	0%
Federal Expense: Bike Program	-	-	20,833	20,833	250,000	250,000	0%
Federal Expense: Training	6,502	6,502	5,833	(669)	70,000	63,498	9%
Federal Expense: 5310	-	-	7,230	7,230	86,762	86,762	0%
Depreciation Expense	240,549	240,549	233,333	(7,215)	2,800,000	2,559,451	9%
Total Expenses:	2,571,769	2,571,769	2,483,405	(88,366)	29,800,835	27,229,065	9%
Net Income From Operations:	2,602,346	2,602,346	(2)	(2,602,346)	0		

Central Midlands Regional Transit Authority Condensed Statement of Financial Position Period Ended 07/31/19

	ctual PTD 7/31/2019	Actual YTD 7/31/2019	B	udget YTD FY 2020
Revenues:				
Passenger Fares/Revenue Contracts	281,919	281,919		259,529
Special (Advertising, Interest, Rental, Etc)	30,882	30,882		7,117
Admin/Misc	2,122	2,122		83
Local (The Penny)	4,854,692	4,854,692		1,571,275
State (SCDOT)	-	-		59,538
CBDG & Hospitality	-	-		8,833
Federal	 4,500	4,500		577,028
Total Revenue	\$ 5,174,115	\$ 5,174,115	\$	2,483,403
Expenses:				23,898,818
Contract Operator	1,277,067	1,277,067		1,260,795
Federal	590,811	590,811		374,164
Depreciation	240,549	240,549		233,333
Fuel	141,701	141,701		158,333
Salaries and Fringes	101,360	101,360		97,498
Professional Services	156,273	156,273		60,703
Utilities	11,649	11,649		15,408
Other Operating Expenses	 52,359	52,359		50,760
Total Expenses	\$ 2,571,769	\$ 2,571,769	\$	2,250,993
Net Income (Loss) From Operations:	\$ 2,602,346	\$ 2,602,346	\$	232,410
Cash:				
Wells Fargo				
Petty Cash		300		
Operating Acct		6,135,405		
OPTUS Bank (formerly South Carolina Community Bank)				
Operating Reserve Funds	2,188,404			
Capital Reserve Funds	 2,719,806	4,908,210		
Local Gov't Investment Pool				
Emergency Reserve: Avg Interest Rate: 2.4684%	6,927,400			
Operating Reserve: Avg Interest Rate: 2.4684%	 6,927,400	13,854,801		
Total Cash		\$ 24,898,715		
Total Assets		\$ 66,714,249		
Total Liabilities		\$ 6,321,037		

Central Midlands Regional Transit Authority Balance Sheet As of July 31, 2019

Assets

Accumulated Depr.: Buildings

Accumulated Depr.: Vehicles

Total Fixed Assets:

Deferred Outflows of Resources

Accumulated Depr.: Land Improvements

Total Deferred Outflows of Resources:

Deferred Outflows on Pensions

Current Assets		
Petty Cash	299.65	
Cash: Operating (Wells Fargo)	6,135,404.54	
Cash: OPTUS Bank	2,188,403.56	
CD: Capital Reserve Funding (OPTUS)	2,719,806.10	
Emergency Reserve Fund (LGIP)	6,927,400.48	
Operating Reserve Fund (LGIP)	6,927,400.48	
Accts Receivable: Local Gov't	88,343.30	
Accts Receivable: Ticket Sales	293,860.46	
Accts Receivable: Contract Services Revenue	67,879.73	
Accts Receivable: Deferred 1% Sales Tax	6,706,662.31	
Accts Receivable: 1% Sales Tax Est. Revenue	8,161,503.96	
Accts Receivable: Interest Revenue Earned	19,865.27	
Inventory	39,208.71	
Prepaid Insurance	27,024.76	
Prepaid Expenses	78,304.06	
Total Current Assets:	\$ 40,381	1 ,667
Fixed Assets		
Land	1,772,521.78	
Building	14,234,692.99	
DART Vehicles	1,802,347.00	
Buses	18,715,221.88	
Automobiles	151,264.82	
Equipment	5,432,297.00	
Furniture & Fixtures	222,902.50	
Accumulated Depr.: Furniture & Fixtures	(154,970.28)	
Accumulated Depr.: Equipment	(3,270,911.50)	

Total Assets

\$ 26,028,814

\$

\$

303,768

66,714,249

(6,126,086.76)

(6,748,965.11)

(1, 499.99)

303,767.88

Central Midlands Regional Transit Authority Balance Sheet As of July 31, 2019

Liabilities

(40.20) 40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23 105,512.00 536,948.00 536,948.00 706,658.69 602,345.83 224,808.00 77,858.75 400,156.00 618,615.00)	\$ \$ \$ \$	4,678,57 105,51 <u>1,536,94</u> 6,321,03 <u>60,393,21</u>
40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23 105,512.00 536,948.00 706,658.69 602,345.83 224,808.00 77,858.75 400,156.00	\$	105,51 <u>1,536,94</u> 6,321,03
40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23 105,512.00 536,948.00 706,658.69 602,345.83 224,808.00 77,858.75 400,156.00	\$	105,51 1,536,94
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40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23 105,512.00 536,948.00	\$	105,51 1,536,94
40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23 105,512.00	\$	105,51 1,536,94
40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23	\$	105,51 1,536,94
40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23	\$	105,51 1,536,94
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40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23		
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40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23		
40.00 (89.95) 8.91 83.33 (64.19) (48.15) 37,698.23	\$	4,678,57
40.00 (89.95) 8.91 83.33 (64.19) (48.15)	\$	4,678,57
40.00 (89.95) 8.91 83.33 (64.19) (48.15)		
40.00 (89.95) 8.91 83.33 (64.19)		
40.00 (89.95) 8.91 83.33		
40.00 (89.95) 8.91		
40.00 (89.95)		
40.00		
(40.20)		
0.25		
2.29		
(24.73)		
(341.02)		
· · · /		
-		
4	597,583.59 45,511.69 337.34 (1,843.42) 20.58	45,511.69 337.34 (1,843.42)



DBE Compliance Invoice Review

Contractor: <u>Transdev Services, Inc.</u>

Transdev Invoice Period: 7/1/19 to 7/31/19

Committed DBEs:

DBE Firm	Description of Work Performed	Invoice Amount	Percentage Counted Towards DBE Goal	Amount Counted Towards DBE Goal	
Alpha Business Essentials	Office Supplies	\$5,592.91 Payment issued - n/a	60% (supplies)	\$3,355,75	
Influence, LLC	Mystery Rider Program	\$3,000.00 Payment Issued – n/a	100%	\$3,000.00	
New Age Protection	Security	\$32,257.58 Payment Issued – n/a	100%	32,257.58	
Capital Building Services	Janitorial	\$38,255.00 Payment Issued - n/a	100%	\$38,255.00	
Transport Care Services	DART/Paratransit	\$188,752.14 Payment Issued – n/a	100%	\$188,752.14	
Transport Care Services	Repair Parts	\$79,826.83 Payment Issued – n/a	60% (supplies)	\$47,896.10	
Transport Care Services	Bus Detailing	\$5,477.00 Payment Issued – n/a	100%	\$5,477.00	
EdRush Consulting & Development Group	Uniforms	\$1,682.66 Payment Issued – n/a	100%	\$1,682.66	
	Total amount counted July 2019 invoice perio	l towards Contract Goal for od	\$320,676.23		
	Total amount paid to 2019 Invoice Period	committed DBEs as of July	\$14,14	1,965.22	
		The COMET as of July 2019 ontract Goal of 25.9%	\$52,880,015.09** 26.7%		

Note: * Documents were not received to verify proof of payment.

**The total paid to Transdev is reflective of the last payment to Transdev for part of May Reporting Period. Invoices submitted from Transdev for June and July Reporting Periods are on hold pending payment from The COMET.

Reviewed by The COMET-Director of Regulatory Compliance & Civil Rights Officer: <u>Arlene Prince</u> Review Date: <u>9/9/19</u>





Central Midlands Regional Transit Authority 2017 Annual Report



May 28, 2019

Dear Member Agencies,

In accordance with South Carolina Code of Laws, Section 58-25-70, the Central Midlands Regional Transit Authority (The COMET) hereby submits the Annual Report for the year ending June 30, 2017.

Profile of the Central Midlands Regional Transit Authority

Under South Carolina Code of Laws - Regional Transportation Authority Law - Title 58 - Public Utilities, Services and Carriers, a regional transportation authority may be organized in any county in South Carolina that is part of a designated regional transportation area.

The COMET is a regional transportation authority formed by Richland County, City of Columbia and Lexington County on April 24, 2000 by the Central Midlands Council of Governments. In May 2001, The COMET Board of Directors held its first meeting. On October 16, 2002, The COMET assumed operations of the bus services provided by South Carolina Electric and Gas Company utilizing a private contractor.

The COMET consists of an intergovernmental agreement signed by Richland County, City of Columbia, City of Forest Acres and Lexington County to fund, operate and maintain public transit services in the Central Midlands area. The intergovernmental agreement took effect in July of 2013 based on receipt of new funding from Richland County for 22 years or \$300,991,000, whichever comes first.

The COMET is also the brand name of the transit services provided. As of June 30, 2017, The COMET provides countywide public transit services on 35 fixed routes, two ReFlex services and DART ADA complementary paratransit service throughout Richland and western Lexington Counties. The COMET transports approximately 2.5 million passenger trips a year on a fleet of 81 buses and vans. Transit services are provided under contract with Transdev Services, Inc of Lombard, Illinois. The COMET provides direct transit services to the Cities of Columbia, Forest Acres, West Columbia and Cayce, Towns of Eastover, Blythewood and Springdale, as well as unincorporated areas of Richland and Lexington Counties. Presently, the Town of Arcadia Lakes, as well as towns in eastern Lexington County do not have The COMET transit services.

Through Lexington County, the Cities of West Columbia and Cayce, Town of Springdale and Lexington Medical Center provides funding support for The COMET to provide bus services in their jurisdictional areas. The COMET also receives contract revenues from Richland Two School District, University of South Carolina and McEntire Produce.

The COMET Board of Directors sets overall policy and direction for the transit system. 11 voting Board Members representing the City of Columbia (3), Richland County (3), City of Forest Acres (1), Lexington

County (1) and Richland County Delegation (3). Non-voting members include one (1) representative from the City of Cayce and Lexington County.

New service was restructured in the Forest Drive area, as well as the Blythewood Express (52X) and Soda Cap Connector service started in 2017.

The COMET has 13 employees, overseen by an Interim Executive Director with support from staff in the Finance, Procurement and Grants, Civil Rights and Compliance, Administration and Planning and Development departments. All other functions are contracted out to private vendors, including transit service delivery and maintenance, legal counsel, paratransit certification, bus stop engineering, marketing, community relations and government affairs, bus stop amenities and bus stop advertising.

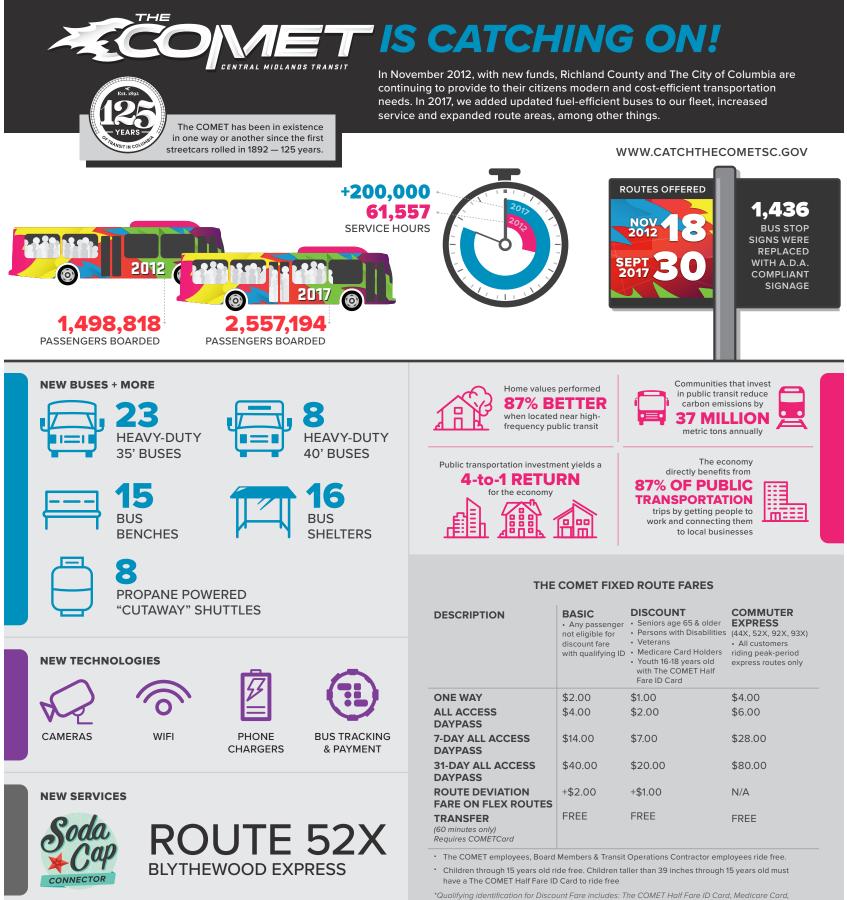
<u>Major Initiatives</u>

- Hired an interim executive director to provide executive oversight and stability for The COMET and compliance officer to ensure compliance with grants and programs.
- Obtained funding from Central Midlands Council of Governments to prepare a short range transit plan and comprehensive operational analysis, as well as to implement a mobility management program.
- Obtained 17 new 35 and 40 transit buses from New Flyer.
- Completed a DBE audit.
- Amended the Transdev Fixed Route and Paratransit Program Management Contract.
- Launched the Soda Cap Connector and Blythewood Express services.
- Reviewed the DART paratransit program service area and policies.
- Completed the Federal Transit Administration Triennial Review.
- Rewrapped a bus to feature veterans from each branch of the military whom have purple hearts.
- Restructured transit services in the northeastern portion and northwestern portions of Richland County.
- Reviewed the financial picture of The COMET to better understand how much funding is available to deliver transit services in Richland County and revised transit service to reflect the service levels that The COMET can afford after review of trip data.

Should you have any questions on this annual report, please contact me at (803) 255-7087 or email john.andoh@CatchTheCOMET.org.

Sincerely,

John Andoh Executive Director/CEO



*Qualifying identification for Discount Fare includes: The COMET Half Fare ID Card, Medicare Card Senior Driver's License/State ID Card, Military ID Caard or VA Veterans ID Card.

DART FARES**

ONE WAY	\$4.00
10-RIDE PASS	\$40.00
BUDDY FARE	\$2.00 per person
(5 or more fare paying eligible passengers traveling from/to same location)	

ID's are issued by appointment at the Lowell C. Spires, Jr. Regional Transit Facility (3613 Lucius Road, Route 6), or at the Transit Center, 1745 Sumter Street, Columbia, SC 29201. **Within the ADA fixed route zone of 3/4 mile on either side of the COMET route.

\$11,024,199 FUNDS ADDED THROUGH

FEDERAL MATCHING SINCE 2012

21

C 1 B



The SC Gamecock Express

Gamecock fans can take The **COMET's Gamecock Express at** the university lots at Lincoln and Blossom streets. Not only does The COMET drop them off right at the S. C. State Fairgrounds, but it picks them up after the game, too. The \$3.00 All-day passes are available at the Gamecock Express dedicated stops or at any of The COMET's pass outlets. All of The COMET's regular fares are honored on the Gamecock Express. Service begins three hours before Kick-off and stops two hours following the end of the game.

The Soda Cap Connector

The Soda Cap will get you to Five Points, the Vista, Main Sreet District and Taylor/Harden to eat and connect at some of your favorite spots downtown!

The COMET Soda Cap Connector is a simple system of dedicated routes that connect you to major Columbia destinations, including The SC State Museum. the Vista. Main Street District, the State House. Five Points and HBCUs.

The bus stop signs are shaped like a soda cap and match the buses so getting on the bus is easy for free travel between destinations. The route names appear on bus LED display above the driver, and on the sides of vehicles.



Richland School District Two Pass Program The COMET's Pass

Program with Richland School District Two allows students, faculty, and staff to ride The COMET for free. This provides them with unlimited access to every route in The COMET service area. Students who do not have their own transportation are able to catch The COMET to the Richland Two Institute of Innovation (R2i2) in order to attend the courses offered there. This partnership also allows them to be mobile outside the school environment as some students have after school activities and jobs. Providing staff and faculty with free passes also encourages them to catch The COMET on the way to work.

RICHLAND SCHOOL DISTRICT TWO Get there by Transit! ACOMET d access transit pasy CATCHTHECOMET.ORG





Blythewood Express

The Blythewood Express is an express service that provides a park-and-ride option for the Town of Blythewood to connect residents to the downtown Columbia corridor. There are two morning trips from Blythewood and three evening trips to Blythewood. This service runs Monday - Friday.



First Year Freedom Passes

First Year Freedom Passes makes it easy for college freshmen or transfer students to get around outside of their campuses. Whether they need to get to an internship, the grocery store, or a night out with friends, they will be connected to their school as well as their community. Participating schools are the University of South Carolina, Columbia College, Allen University, and Benedict College.





Ribbon Cutting of the New Buses

The COMET updated nearly its entire fleet with the purchase of new diesel and propane buses that use cleaner fuel and are quieter than the previous Blue Bird buses. The heavy duty diesel buses are expected to last 15 years and also come equipped with new technology such as Wi-Fi, cellphone outlets, and cameras. With these new amenities, catching The COMET has become even more convenient, comfortable, and clean!

Public Hearings

The COMET receives input from the community before major changes are made to any route. The public involvement process allows stakeholders, riders, and community leaders to comment on any proposed plans. The public plays a major role in decisions that are made involving route changes, the installment of bus stops, benches, and shelters and many other factors that affect the rider experience and quality of life.







The Transit Academy

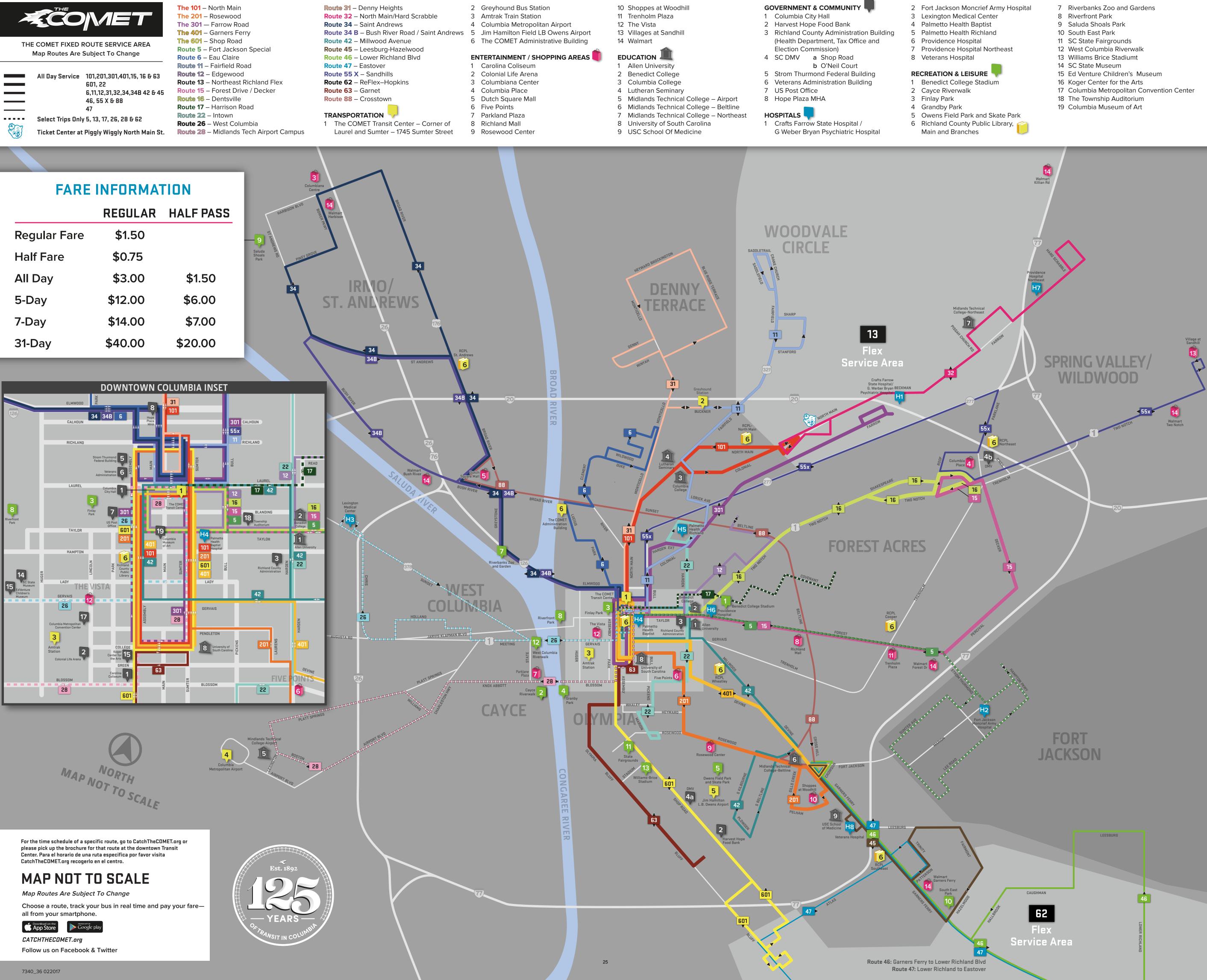
Community leaders, elected officials, riders and others have all graduated from The COMET Transit Academy. Transit cadets are trained on how to ride the bus, how The COMET's funding works, how to plan their trip, and how to be informative ambassadors to the community for transit. They are an extension of The COMET. They work externally to connect the people they work with and serve to resources in the community without moving their car or using it at all. Two classes graduated in 2017.

http://www.catchthecomet.org/ P.O. Box 214 Columbia, SC 29201-0214

Central Midlands Transit

2017 Annual Agency Profile

			General Info	rmation							Financial I	ntormati		
Urbanized Area Statistics	s - 2010 Census	Service Co					Information				Funds Expended		Operating F	Funding Sour
Columbia, SC			Annual Passenger			NTDID:		Fare Revenues		\$2,147,353	9.5%	2.3	3%	
380 Square Mil			Annual Unlinked T			Reporter Type:	Full Reporter			cal Funds	\$16,589,620	73.1%		14.5% 0.0
549,777 Population			Average Weekday							ate Funds	\$529,286	2.3%		14.5% 0.0
	out of 498 UZAs		Average Saturday						Federal A		\$3,282,329	14.5%		
Other UZAs Served		3,056	Average Sunday U	nlinked Trips						er Funds	\$133,795	0.6%		9.5%
0 South Carolina Non-UZA								Total	Operating Fu	unds Expended	\$22,682,383	100.0%		
Service Area Statistics		Service S	Supplied						Sou	rces of Capital	Funds Expended		73.1%	
225 Square Mile	es	3,011,632 /	Annual Vehicle Re	venue Miles (VRM)					Fare F	Revenues	\$0	0.0%		
296,000 Population		213,452	Annual Vehicle Re	venue Hours (VRH)					Loc	cal Funds	\$2,771,095	20.0%		
		54 \	Vehicles Operated	in Maximum Service	e (VOMS)				Sta	ate Funds	\$0	0.0%		
		73 \	Vehicles Available	for Maximum Servic	e (VAMS)				Federal A	ssistance	\$11,084,383	80.0%		
										ner Funds	\$0	0.0%	Capital Fun	ding Sources
	Vahieles C) manata d	Modal Chara	acteristics				Tot	tal Capital Fu	unds Expended	\$13,855,478	100.0%		
Modal Overview	Vehicles C in Maximun	· · · · · · · · · · · · · · · · · · ·		معال	s of Capital Fu	nde			Summ	ary of Operatio	ng Expenses (OE)			
	Directly	Purchased	Revenue	Systems and	Facilities and				Gannin	, or operatin				
Mode	Operated	Transportation	Vehicles	Guideways	Stations	Other	Total	Sa	alary, Wages	Renefits	\$1.013.134	5.8%		
Demand Response	opolatou .	16	\$1,725,423	\$0	\$0	\$0	\$1,725,423		Materials and		\$1,396,593	8.0%		20.0
Bus		38	\$12,130,055	\$0 \$0	\$0	\$0 \$0	\$12,130,055		chased Trans		\$13,593,636	78.2%	80.0%	
Total		54	\$13,855,478	\$0	\$0	\$0	\$13,855,478		or Operating E		\$1,371,653	7.9%		
			,,	÷-		÷-	,,			ating Expenses	\$17,375,016	100.0%		
								Reconciling (\$5,307,367	1001070		
									chased Trans		\$0,001,001			
									(Reported Se		\$0			
Operation Characteristic	s							Fixed Gu	idoway Vol	hicles Available				Average
	Operating		Uses of	Annual	Annual	Annual Vehicle	Annual Vehicle		ectional	for Maximum	Vehicles Operated		Percent	Fleet Age in
Mode	Expenses	Fare Revenues	Capital Funds	Passenger Miles	Unlinked Trips	Revenue Miles	Revenue Hours		e Miles		in Maximum Service	Sr	are Vehicles	Years
Demand Response	\$3,475,003	\$214,735	\$1,725,423	827,063	63,999	678,205	39,283		0.0	23	16		30.4%	1.1
Bus	\$13,900,013	\$1,932,618	\$12,130,055	6,221,042	2,432,463	2,333,427	174,169		0.0	50	38		24.0%	10.8
Total	\$17,375,016	\$2,147,353	\$13,855,478	7,048,105	2,496,462	3,011,632	213,452		0.0	73	54		26.0%	
Performance Measures		Se	rvice Efficiencv							Service Effe	ectiveness			
		ating Expenses per	Oper	ating Expenses per		-	Operating Ex			g Expenses per	Unlinked			nked Trips pe
Mode	Ve	hicle Revenue Mile	Vel	nicle Revenue Hour		Mode		senger Mile	Unlinked	Passenger Trip	Vehicle Rev		Vehicle F	Revenue Hou
Demand Response		\$5.12		\$88.46		Demand Response		\$4.20		\$54.30		0.1		1.6
Bus Total		\$5.96 \$5.77		\$79.81 \$81.40		Bus Total		\$2.23 \$2.47		\$5.71 \$6.96		1.0 0.8		14.0
i otai		φ 3. 77		φ 01.4 0		Total		φ ∠. 41		φ 0.90		0.0		11.7
Operating Expense per V Revenue Mile: Bus	5	Operating Expense p Mile: Bu			enger Trip per Vehic nue Mile: Bus		perating Expense pe venue Mile: Demand			erating Expense p Mile: Demand R			assenger Trip p /lile: Demand R	
0.00	\$3.00			2.00	•	\$6.00			\$5.00		0.15			
	\$2.00			1.50		\$4.00			\$3.00		0.10			
6.00				1.00		\$2.00			\$2.00		0.05			
6.00 4.00				0.50		\$2.00			\$1.00		0.03			
4.00	\$1.00													
4.00	\$1.00 \$0.00 14 15 16 17	08 09 10 11 12 1	3 14 15 16 17	0.00	12 13 14 15	\$0.00	9 10 11 12 13	14 15 16 17	\$0.00	9 10 11 12 13	14 15 16 17 0.00	08 09 10	11 12 13 14	4 15 16 17





The COMET Has Caught On

Destinations for the COMET mean much more than just transit stops. They also mean planning for the future of public mobility in a growing Midlands.

Please join us in envisioning that future as we host a brief, interactive forum. We're proud of the progress we've made. And, as we continue to grow, evolve and improve, we'd like to hear your thoughts and input.

We'll begin with a brief tour of our facilities and then open up the discussion to include new routes, services, technology, on-board innovations and partnerships. Not only is it a chance to learn more about COMET operations and our route system, it's also an opportunity for us to learn from you about how we can develop our resources to better serve surrounding communities.



COME BE A PART OF THE VISION FOR THE FUTURE. THE CATCH THE COMET TOUR THURSDAY, SEPTEMBER 19TH 11:30AM - 1:00 PM THE COMET 3613 LUCIUS ROAD COLUMBIA SC 29201 LUNCH PROVIDED



PLEASE RSVP BY SEPTEMBER 12 TO PAIGE JERNIGAN AT COMETADMIN@CATCHTHECOMET.ORG | 803.255.7133 EXT. 5

DAVIS & FLOYD

SINCE 1954

September 3, 2019

John Andoh Executive Director/CEO The COMET 3613 Lucius Rd Columbia, SC 29201

Re: Bus Stop Shelter and Bench Permitting - Summary of Work D&F Job Number: 13594.02

Dear Mr. Andoh:

Davis & Floyd (D&F) has completed our desktop and field reviews of all identified routes. As we drill down on where shelters and benches can be added within the system, we would like to request additional ridership data for all existing routes. With this data, we will be able to target the most used stops for upgrades and can make recommendations on possible stops to eliminate within a specific corridor. We have developed lists of all the stop locations that we think would be easily permitted within SCDOT right of way. These locations will need to be reviewed with ridership data to develop a targeted effort for the most used stops on the system. We will continue to coordinate closely with you and your staff to identify the most relevant stops to be permitted.

D&F held a pre-bid conference on August 22, 2019 for the new Super Stop project located on the Columbia Place Mall property. This project was issued for Bids on August 1, 2019 and we have a set bid opening date for September 13, 2019.

We are still awaiting a permit for our sites that are under review from the City of Columbia. We were informed that permits were ready for approval, but we have not been provided any additional information.

Very truly yours,

DAVIS & FLOYD

Todd J. Warren

Todd J. Warren, PE Associate/Project Manager

240 Stoneridge Drive, Suite 305, Columbia, SC 29210 . (803) 256-4121 F. (803) 254-4549

> 27 www.davisfloyd.com

COMET Shelter and Bench Permitting Status September 2019 Approved Sites

Shelters

Stop #1720 Sandhills Library Stop #411 Two Notch Road and Wildewood NB

Benches

None for this period

Boarding and Alighting

Stop #414 Two Notch Road and Wildewood SB

Sites Currently Under Permit Review

Shelters

Stop #304 Barhamville Road and Elmwood Avenue - City of Columbia
Stop #871 Farrow Road and Busby Street - City of Columbia
Stop #385 Bower Parkway and Park Terrace Drive - City of Columbia
Stop #1690 Saint Andrews Road Drury Road - Easement (Lexington County)
Stop #1179 Farrow Road and Colonial Drive - Easement
Stop #TBD Parklane Road and Springtree Drive – Easement (Richland County
Recreation Commission)
Stop #547 Patterson Road and Garners Ferry Road – Easement (Walmart)
Stop #1296 Taylor Street and Oak Street – Easement
Stop #446 Shop Road and Andrews Road WB - SCDOT
Stop #447 Shop Road and Blair Road EB - SCDOT

Benches

None for this period

Boarding and Alighting

None for this period

Sites in Design

Shelters

Stop #1450 Beltline Road and Chapel Drive Stop #1094 Monticello Road and Elliot Avenue Stop #1397 W Hospital Drive and Sunset Boulevard Stop #306 Barhamville Road and Germany Street Stop #623 Fairfield Road and Stebondale Road Stop #1183 Devine Street and Abelia Road Stop #1788 Decker Boulevard and Wedgefield Road Stop #263 Lower Richland Blvd and Garners Ferry Road Stop #1723 Killian Walmart Stop #1304 Taylor Street and Harden Street EB Stop #1096 Harden Street and Taylor Street SB Stop #1162 Harden Street and Taylor Street NB Stop #TBD 1775 12th Street, Cayce Stop #1098 Harden Street and Senate Street NB

Benches

Stop #1707 Longcreek Drive and Cambout Street Stop #1043 Gregg Street and Little Road

Boarding and Alighting

None for this period

August 7, 2019

John Andoh Executive Director/CEO The COMET 3613 Lucius Rd Columbia, SC 29201

Re: Bus Stop Shelter and Bench Permitting - Summary of Work D&F Job Number: 13594.02

Dear Mr. Andoh:

Davis & Floyd (D&F) continues to progress our work on the complete shelter and bench inventory of the entire COMET bus stop system. We have completed our initial reviews of the 30 identified routes and will begin to work with COMET staff to identify the best locations to install shelters and to further identify areas of improving efficiencies within the system by eliminating closely spaced stops. We have acquired available Right of Way plans and information and performed a google earth desktop review of all identified routes. As we begin to finalize this process and drill down on where shelters and benches can be added within the system, we have been reviewing rider data that has been provided by the COMET for the 301 and 401 routes. With this data, we will be able to target the most used stops for upgrades and can make recommendations on possible stops to eliminate within a specific corridor. We will continue to coordinate closely with you and your staff to collect this data on additional routes as it is available.

D&F continues to work closely with the COMET staff on the new Super Stop located on the Columbia Place Mall property. This project was issued for Bids on August 1, 2019 and we have a set bid opening date for September 13, 2019.

We have received some feedback from the City of Columbia in regards to permit review status; however, we have not received any permits from our sites under review.

Very truly yours,

DAVIS & FLOYD

Todd J. Warren

Todd J. Warren, PE Associate/Project Manager

COMET Shelter and Bench Permitting Status August 2019 Approved Sites

Shelters

Stop #1328 Columbia Place Mall Transfer Facility – There is currently an IFB for this site that will end on September 13th.

Benches

None for this period

Boarding and Alighting

None for this period

Sites Currently Under Permit Review

Shelters

Stop #304 Barhamville Road and Elmwood Avenue - City of Columbia
Stop #871 Farrow Road and Busby Street - City of Columbia
Stop #385 Bower Parkway and Park Terrace Drive - City of Columbia
Stop #1690 Saint Andrews Road Drury Road - Easement (Lexington County)
Stop #1179 Farrow Road and Colonial Drive - Easement
Stop #TBD Parklane Road and Springtree Drive – Easement (Richland County
Recreation Commission)
Stop #547 Patterson Road and Garners Ferry Road – Easement (Walmart)
Stop #1296 Taylor Street and Oak Street – Easement
Stop #411 Two Notch Road and Wildewood - SCDOT
Stop #1720 Sandhills Library – R2i2
Stop #446 Shop Road and Andrews Road WB - SCDOT
Stop #447 Shop Road and Blair Road EB - SCDOT

Benches

None for this period

Boarding and Alighting

None for this period

Sites in Design

Shelters

Stop #1450 Beltline Road and Chapel Drive Stop #1094 Monticello Road and Elliot Avenue Stop #1397 W Hospital Drive and Sunset Boulevard Stop #306 Barhamville Road and Germany Street Stop #623 Fairfield Road and Stebondale Road Stop #1183 Devine Street and Abelia Road Stop #788 Decker Boulevard and Wedgefield Road Stop #263 Lower Richland Blvd and Garners Ferry Road Stop #1723 Killian Walmart Stop #1304 Taylor Street and Harden Street EB Stop #1096 Harden Street and Taylor Street SB Stop #1162 Harden Street and Taylor Street NB Stop #TBD 1775 12th Street, Cayce

Benches

Stop #1707 Longcreek Drive and Cambout Street Stop #1043 Gregg Street and Little Road

Boarding and Alighting

None for this period

Route	Google Earth/Right of Way Review	Field Review
101	Complete	Complete
301	Complete	Complete
401	Complete	Complete
501	Complete	Complete
701	Complete	Complete
801	Complete	Complete
6	Complete	Complete
11	Complete	Complete
12	Complete	Complete
21	Complete	Complete
22	Complete	Complete
26	Complete	Complete
28	Complete	Complete
31	Complete	Complete
32	Complete	Complete
42	Complete	Complete
45	Complete	Complete
46	Complete	Complete
47	Complete	Complete
53X	Complete	Complete
55	Complete	Complete
57L	Complete	Complete
61	Complete	Complete
74	Complete	Complete
75	Complete	Complete
77	Complete	Complete
83L	Complete	Complete
84	Complete	Complete
88	Complete	Complete
92X	Complete	Complete

Bus Stop Route Inventory

DAVIS & FLOYD

SINCE 1954

July 1, 2019

John Andoh Executive Director/CEO The COMET 3613 Lucius Rd Columbia, SC 29201

Re: Bus Stop Amenity Permitting - Summary of Work D&F Job Number: 13594.02

Dear Mr. Andoh:

Davis & Floyd (D&F) has been diligently working on our contract with the COMET to perform site planning, encroachment permitting, and to obtain easements from property owners for the installation of new bus shelters and benches. For the month of June, we have permitted 5 sites which include 4 shelters and 1 boarding and alighting area. In addition to these sites there are 8 sites currently under review for permitting or easements and approximately 17 that are in design that will be moving to permitting soon.

D&F is also progressing quickly on our complete inventory of the entire COMET bus stop system. We have completed our review on 22 of the 30 identified routes and will begin to identify specific sites with which to begin permitting shelters and benches. We have acquired available Right of Way plans and information and performed a google earth desktop review of 6 of the remaining routes. As we begin to finalize this process and drill down on where shelters and benches can be added within the system, we have identified a need for specific rider data regarding how many riders are boarding at specific stops. With this data, we will be able to target the most used stops for upgrades and can make recommendations on possible stops to eliminate within a specific corridor. We will continue to coordinate closely with you and your staff to collect this data as it is available.

D&F continues to work closely with the COMET staff on the new SuperStop located on the Columbia Place Mall property. It is anticipated that this project will be issued for bids in early July.

Lastly, I will note that we continue to face permitting challenges with the City of Columbia. It has been a month since we last sent some requested information on a few permits and we have not received any response from the City.

Very truly yours, DAVIS & FLOYD

Lodd J. Warren

Todd J. Warren, PE Associate/Project Manager

240 Stoneridge Drive, Suite 305, Columbia, SC 29210 o. (803) 256-4121 r. (803) 254-4549

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WWW.DAVISFLOYD.COM

COMET Shelter and Bench Permitting Status July 2019 Approved Sites

Shelters

Stop #1286 Broad River Road and Brevard Street
Stop #1457 Fairfield Road and Ashley Street
Stop #822 Blue Ridge Terrace and Peachwood Drive
Stop #1328 Columbia Place Mall Transfer Facility - Richland County – This site has
been permitted and an IFB package is currently being developed for construction

Benches

None for this period

Boarding and Alighting

Stop #550 Hazelwood Road and Marie Street - SCDOT

Sites Currently Under Permit Review

Shelters

Stop #304 Barhamville Road and Elmwood Avenue - City of Columbia
Stop #871 Farrow Road and Busby Street - City of Columbia
Stop #385 Bower Parkway and Park Terrace Drive - City of Columbia
Stop #1690 Saint Andrews Road Drury Road - Easement (Lexington County)
Stop #1179 Farrow Road and Colonial Drive - Easement
Stop #TBD Parklane Road and Springtree Drive – Easement (Richland County
Recreation Commission)
Stop #547 Patterson Road and Garners Ferry Road – Easement (Walmart)
Stop #1296 Taylor Street and Oak Street – Easement

Benches

None for this period **Boarding and Alighting** None for this period

Sites in Design

Shelters

Stop #1450 Beltline Road and Chapel Drive Stop #1094 Monticello Road and Elliot Avenue Stop #1397 W Hospital Drive and Sunset Boulevard Stop #306 Barhamville Road and Germany Street Stop #623 Fairfield Road and Stebondale Road Stop #1183 Devine Street and Abelia Road Stop #411 Two Notch Road and Wildewood Stop #414 Two Notch Road and Wildewood Stop #788 Decker Boulevard and Wedgefield Road Stop #1720 Sandhills Library Stop #263 Lower Richland Blvd and Garners Ferry Road Stop #1723 Killian Walmart Stop #1304 Taylor Street and Harden Street EB Stop #1096 Harden Street and Taylor Street SB Stop #1162 Harden Street and Taylor Street NB

Benches

Stop #1707 Longcreek Drive and Cambout Street Stop #1043 Gregg Street and Little Road

Boarding and Alighting

None for this period

Route	Google Earth/Right of Way Review	Field Review
101	Complete	
301	Complete	Complete
401	Complete	Complete
501	Complete	Complete
701	Complete	Complete
801	Complete	Complete
6	Complete	Complete
11	Complete	Complete
12	Complete	Complete
21	Complete	Complete
22	Complete	Complete
26	Complete	
28	Complete	
31	Complete	Complete
32	Complete	Complete
42	Complete	Complete
45	Complete	Complete
46	Complete	Complete
47	Complete	Complete
53X	Complete	
55	Complete	Complete
57L	Complete	Complete
61	Complete	Complete
74		
75		
77	Complete	Complete
83L	Complete	
84	Complete	Complete
88	Complete	Complete
92X	Complete	

Bus Stop Route Inventory

AGENDA

COMET Central Midlands Transit – Coordination Meeting Richland Penny Office – 201 Arbor Lake Drive – August 8, 2019 at 9:00 am

Purpose: A meeting between COMET, Richland County, and Richland County Program Development Team (PDT) to discuss coordination on Richland Penny projects.

Invited Attendees:

COMET:	John Andoh
Davis & Floyd:	Todd Warren
Richland County:	Mohammed Al-Tofan, Rasheed Muwwakkil
Richland PDT:	David Beaty, Kevin Sheppard, Jamie Kendall, Raven Gambrell, Ben Lewis, Charles Beam, Perry Mayhew, Aaron Marshall, Amy Blizzard

1. With COMET Routes/Accommodations:

Project	Project Limits	Bus Stops Incorporated	Project Status	Bus Routes Served
	W	idening Projects		
Bluff Rd Phase 2	National Guard Rd to S. Beltline Blvd	1 shelter stop at Blair Rd traveling towards Columbia and eliminate the eastern stop near Blair Rd; all other stops shown as B&A stops on plans. S. Scheib indicated no service in future between National Guard and George Rogers. WB service will be turning left onto National Guard and no provision is needed in the NE corner at Berea.	Per recent County direction, this project to provide shared use paths only (B&A pads to be provided). Project on hold until County provides direction.	Route 61
Shop Road	George Rogers Blvd to S. Beltline Blvd	Incorporate existing stops as B&A's in the plans. Shelter planned at DMV office. Forward Sam revised 70% plans on receipt.	70% Plans	Route 61
Atlas Rd	Bluff Rd to Garners Ferry Rd	Shelter planned at Bible Way – incorporated by others – not included in this project. No change Davis and Floyd to investigate shelters pads on Atlas Way @ Bible Way.	100% Plans Construction Awaiting Council approval to advertise July	Route 61, 47, 62
Pineview Road	Bluff Road to Garners Ferry Road	1 B&A recommended at Bluff Rd – This has been incorporated into the plans. Stop is also shown at the intersection with Garners Ferry. No change	Per recent County direction, this project to provide shared use paths only (B&A pads to be provided)	Route 61

			Project on hold until County provides direction.	
North Main St	Anthony Ave to Fuller Ave	2 shelters at Sunset Dr and various B&A stops	Construction	Route 88 on Sunset, The 101 on Main
Bluff Rd Phase 1	Rosewood Dr to George Rogers Blvd	1 shelter S. Scheib indicated shelter had to be ordered.	Construction complete	COMET needs to construct shelter – No bus service
Lower Richland Blvd	Garners Ferry to Rabbit Run	No change	30% Public Meeting held 2/28/19	Route 46
Polo Road	Two Notch to Mallet Hill	 2 B&A stops along Two Notch Rd at Polo Rd – may or may not be impacted by project. List of new stops on Polo Road provided to PDT. 	25% Public Meeting held 1/31/19	Route 77
Shop Rd Extension Phase 2	Longwood to Garners Ferry / Trotter Rd	The project needs to be reviewed for stop locations as the project is progressed.	30% Public Meeting held 12/6/18	No routes
Hardscrabble Rd	Clemson Rd to Summit Pkwy	Provide 3'x5' bus pads behind sidewalk.	Construction	Route 57L
	Int	ersection Projects		
Bull St & Elmwood Ave	Elmwood Ave – Marion St to Bull St Bull St – Jefferson St to Calhoun St	2 B&A stops on Bull Street. The stop on the south side of the roadway will be shifted closer to Calhoun St R. Gambrell noted that a B&A pad will be constructed to the size allowed within R/W. The pad on the outbound side will be limited due to the space between the curb and the historic wall.	95% Plans R/W acquisition underway	The 301, 11, 12
	Neig	ghborhood Projects		
SERN	Rabbit Run Conn – new road from Garners Ferry Rd to Rabbit Run Rabbit Run Shared-use Path – Rabbit Run to Lower Richland Blvd LRB Shared-use Path – Rabbit Run to High School	2 B&A stops - Garners Ferry Rd and Lower Richland Blvd – The existing stop on Garners Ferry Rd has been located closer to the new intersection for Rabbit Run Connector on the plans	Construction	Route 46
Decker Blvd/ Woodfield Park	Phase 2 (Brookfield SW – Decker Blvd to Richland NE HS Faraway SW – Decker Blvd to Willowby St) Phase 3 (Decker Blvd – N. Trenholm Rd to Percival Rd)	B&A stops will be incorporated, dependent upon R/W restrictions; possibly provide a shelter near Greenbriar on the southside of the street Neighborhood meeting (Greater Woodfield Community) held October 8 at Decker Center	Phase 2 – 70% Plans Phase 3 – Conceptual Plans	Route 75

Crane Creek	Blue Ridge Terrace- Monticello to Heyward Brockington Heyward Brockington- Monticello to Crane Church Rd	B&A stops will be incorporated, dependent upon R/W restrictions Provided list of Route 31 stops to PDT.	Preliminary design underway	Route 31
	Crane Church Rd- Heyward Brockington to Fairfield			
Trenholm/ Newcastle	Two Notch-Fontaine to Decker Blvd/277	B&A stops will be incorporated, dependent upon R/W restrictions	Preliminary design underway. Public Meeting held 11/15/18	The 501
Broad River Corridor	Broad River Corridor to N&E, Saluda River to SE, I-26/I-126/I-20 to SW, Piney Grove Rd./Harbison State Forest to NW	Numerous B&A stops will be incorporated, dependent upon R/W restrictions	Preliminary design underway Public Meeting held 3/7/19	The 801
	Sidewalk, Bike	eway, and Greenway Projects		
Sunset Dr	River Dr to Elmhurst Rd	2 B&A stops	70% Plans	Route 88
Harrison Rd	Two Notch Rd to Bagnal Dr	B&A stops	Advertising for Construction	Route 74
Assembly St/George Rogers Blvd	Blossom St to Shop Rd	B&A stops – shelter desired at Whaley (NE corner/RR RW); however this is on the opposite side of the planned project and may not be incorporated.	Conceptual Plans	Route 61
Alpine Rd	Percival Rd to Two Notch Rd	1 B&A stop near Faraway Rd	95% Plans	Route 77
Polo Rd	Alpine Rd to Mallet Hill Rd	1 B&A stop near apartment complex	Advertising for Construction	Route 77
Percival Rd	Forest Dr to Decker Blvd	B&A stops with benches	95% Plans; R/W acquisition	Route 75, 77
				Route 55
Two Notch Rd	Lions Gate Dr to Spring Valley Rd	1 B&A at Office Park Ct – The location may be adjusted for R/W restrictions.	95% Plans; R/W permissions	
Smith/Rocky Branch A, B, & C	North Three Rivers to Granby Park		Preliminary design underway	Unknown Assembly Pickens Blossom Pendelton Gervais
		surfacing Projects		
Summit Pkwy	Hardscrabble Rd to Clemson Rd	Place 5' sidewalk from back of curb to existing sidewalk.	Construction	Route 57L

2. Without COMET Routes/Accommodations:

Project	Project Limits	Project Status	Bus
			Route
	Widening Projects		
Shop Rd Extension	Pineview Rd to Longwood Rd	Construction	None
Clemson Rd	Old Clemson Rd to Chimneyridge Dr	100% Plans –	None
		Approved 12/11/18	
Blythewood Rd	Muller Rd to I-77	95% Plans	None
Broad River Road	Royal Tower Rd to Dutch Fork Rd – revised limits; Dutch	30% Plans	None
	Fork Rd to I-26 – removed from scope		
Spears Creek Church Rd	Two Notch to just north of I-20	Scoping Phase	None
Blythewood Rd Area	(4) projects in the area of Blythewood Rd (between I-77 and	Preliminary design	None
Improvements	Main St) and (1) project along Blythewood Rd (from Syrup	underway	None
improvements	Mill to Fulmer Rd	Public Meeting held	
		1/24/19	
	Intersection Projects		
<u> </u>		700/ D1	N
Clemson /	Innovative Intersection Improvements (Diverging	70% Plans	None
Sparkleberry	Intersection)	95% Plans	None
Garners Ferry Rd & Harmon Rd	Turn lane improvements – incorporate stop if within project limits	95% Plans	None
North Springs Rd &	Turn lane improvements	95% Plans	None
Harrington Rd	i um iane improvements	95% Plans	None
Screaming Eagle Rd	Realignment of Screaming Eagle Rd and turn lane	95% Plans	None
& Percival Rd	improvements	9570 I Ialis	None
	Neighborhood Projects	I	
Broad River	Various sidewalk projects	Advertise for	The 801
Neighborhood	xz · · · · · · · · ·	Construction	NT
Candlewood	Various sidewalk projects	Construction	None
	Sidewalk, Bikeway, and Greenway Projects		
Fort Jackson Blvd	Devine St to I-77	Conceptual Plans -	Route 88
i on vuondon Divu		Design to begin	itoute oo
		early 2018	
	End of Dutchman Blvd SSW to Lake Murray Blvd between		Route 77
Dutchman Blvd./Polo	Parkridge Dr and Kinley Rd The Polo Rd/Windsor Lake		
Rd. Windsor Lake	Blvd along I-77/ I-20 from Windsor Lake Blvd N of I-77 to		
Blvd./Woodbury_Old	Alpine Rd and Polo Rd Woodbury/Old Leesburg begin at	Scoping Phase	
Leesburg Rd.	end of Woodbury Dr NE towards Old Leesburg Rd W of		
Ũ	Lester Farm Rd to Old Leesburg Rd W of Lee Hills Dr		
Crane Creek	Section A (Monticello Road to Broad River)	Preliminary design	Route 31
(Sections A, B and	Section B (Crane Creek A to Smith Branch)	underway	
C) Greenway	Section C (A greenway at Crane Forest)	Public Meeting held	
-		1/15/19	