



Transportation Penny Advisory Committee Meeting
Monday, March 23, 2015, 5:30 PM
4th Floor Training Room
2020 Hampton Street, Columbia SC 29202

Agenda

- 1. Call to Order:** Hayes Mizell, Chairman
- 2. Approval of Minutes:**
 - February 23, 2014: [Pages 2 –5]
- 3. Election of Secretary**
- 4. SLBE Update** [Pages 6 –7]
- 5. Financial Audit (County and CMRTA)**
 - Provide at February Meeting – Recommended as a discussion item for March.
- 6. Project Update**
 - Monthly Progress Report
 - Blythewood Projects
 - Resurfacing Package C
 - Green Street Phase I
- 7. TPAC Recommendation:** [Pages 8 –9]
- 8. Other Business**
- 9. Next Scheduled Meeting:**
 - Monday April 27, 2015 @ 5:30 PM –2020 Hampton Street
- 10. Adjourn**

**TRANSPORTATION PENNY ADVISORY COMMITTEE MEETING
MONDAY, FEBRUARY 23, 2015
2020 HAMPTON STREET, 4TH FLOOR CONFERENCE ROOM**



**Richland County
TRANSPORTATION PENNY**

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

MEMBERS PRESENT: Hayes Mizell, Carol Kososki, Elise Bidwell, Trevor Bowers, Todd Avant, Jim Faber, Derrick Huggins, Bobby Williams, Councilman Paul Livingston and J. T. McLawhorn

OTHERS PRESENT: Councilman Torrey Rush, Chris Gossett, Tony McDonald, Ismail Ozbek, Quinton Epps, and Michelle Onley

CALL TO ORDER

The meeting was called to order at approximately 5:38 p.m.

APPROVAL OF MINUTES

December 22, 2014 – The minutes were approved unanimously.

ELECTION OF OFFICERS

Mr. Faber moved, seconded by Mr. McLawhorn, to nominate Mr. Mizell for Chair. The vote in favor was unanimous.

Ms. Bidwell moved, seconded by Mr. Williams, to nominate Mr. Huggins for Vice-Chair. The vote in favor was unanimous.

Ms. Kosoki moved, seconded by Ms. Bidwell, to defer the appointment of the Secretary appointment and evaluate the job duties. The vote in favor was unanimous.

FINANCIAL AUDIT (COUNTY AND CMRTA)

Staff will provide hard copies of the audit to those committee members wishing to receive one. A more in depth discussion will take place at the March TPAC meeting.

Ms. Bidwell requested a summary and/or dashboard provided to the committee.

Ms. Kososki requested someone Finance to attend the March meeting to field questions of the committee.

Mr. McLawhorn requested a copy of the management letter.

Mr. McDonald stated there was not a management letter provided to the County since there were no deficiencies or weaknesses identified in the audit.

DISCUSSION

- ✦ **Recommendation that County Council develop and implement a policy, process, and procedure to critically review the Penny project list in light of more current information about transportation needs**
 - Kososki – Forest Acres has funded a major Forest Drive Corridor Study with Boudreaux; the intersection of Trenholm Road and Forest Drive has a high accident rate; there are no penny projects in the City of Forest Acres.
 - What is the process to make changes to the project list?
 - Presently there is no procedure/process to review projects by Council
 - Mr. Livingston suggested an assessment of areas/projects that were not included in the Penny projects list
- ✦ **Recommend that County Council provide TPAC the opportunity to review and comment on, in advance, any proposed changes in scheduled Penny-financed projects, including contractors –**
This will be addressed at the next Transportation Ad Hoc Committee meeting.
- ✦ **Recommend that County Council identify and publicize all Penny-priority projects that have been, or are being, funded and completed by entities other than Richland County, thereby making it unnecessary for such projects to be funded by the Penny.**
- ✦ **Recommend that County Council calculate and publicize the total authorized Penny funding for projects that have been, or are being, funded and completed by entities other than Richland County, thereby making it unnecessary for such projects to be funded by the Penny/Recommend that County Council develop a policy and procedure for determining the priority of new transportation improvement projects that will be funded by the Penny funds that have become available because they are no longer needed for projects that have been, or are being, funded and completed by entities other than Richland County**
 - Can projects be added to the Penny project listing?

- Does the funding left over go back to the taxpayers?
- Ms. Bidwell moved, seconded by Mr. Faber, to draft a recommendation for presentation at the next TPAC meeting that would recommend a process be created and outline specific points that the committee would like Council to address. The vote in favor was unanimous.

☀ **Recommend that County Council revisit the ordinance establishing the Office of Small Business Opportunities so it reports to the County Administrator rather than to the County Office of Procurement**

- Mr. Faber requested that the ordinance governing the Office of Small Business Opportunity be revisited
- Mr. Livingston stated that the ordinance cannot be revisited at this time, but Council will be reviewing data to insure that there is an increase in minority and disadvantaged businesses being awarded contracts.
- Mr. Mizell suggested having the Procurement Director or OSBO personnel make a report to the TPAC Committee regarding what the goal is for the office.

☀ **Clarification of policies/rules/procedures regarding funding of easement acquisitions for the Penny projects when multiple jurisdictions are involved**

- Who holds easements when several jurisdictions are involved? – Kososki
- Program Development Team will be pursuing the easement management agreements.

☀ **Status of Greenways Advisory**

- A meeting will be held prior to the March TPAC meeting.

OTHER BUSINESS

☀ **Sub-Committees: Transit, Roads, Greenways, Pedestrian, and Bikeways.**

- Mr. Huggins suggested establishing subcommittees on an as needed basis.
- Mr. Williams suggested waiting on any action until Councilman Jackson's motion is taken up by the Transportation Ad Hoc Committee.

NEXT MEETING: MONDAY, MARCH 23, 2015 AT 5:30 PM – 2020 HAMPTON STREET

ADJOURN

The meeting adjourned at approximately 6:44PM.



To: Cheryl Patrick
From: Justine Jones 
Subject: March 2015 OSBO/SLBE Report
Cc: County Council, Tony McDonald, TPAC
Date: March 11, 2015

SLBE Certifications:

- SLBE Participation Rates (PDT, OET and DRP currently participating on contracts): 23
- Number of businesses certified in February 2015: 2
- Names and types of businesses certified:
 - Short Counts – Professional Services Consultant specializing in traffic counting
 - Corley Construction LLC – Construction services company specializing in hauling and demolition
- Number of businesses that submitted incomplete applications in February 2015: 5
 - Construction: 1
 - Landscaping: 2
 - Professional Services: 2
- Number of applications that were withdrawn: 1
- Number of firms that applied to program in February 2015: 8

SLBE Compliance:

- Number of contracts manually entered – Subcontractors, dollars awarded, percentage of award and terms : 3
- Number of manual entries of invoices for payments: 10
- Number of paper applications manually entered into system: 2

SLBE Outreach and Recruitment:

- Number of firms contacted about applying to the program or to follow up on incomplete application submissions: 11
- Assisted approximately 10 walk-in potential applicants
- Conducted 3 on-site visits
- Met with the following small business organizations to identify potential program participants and discuss ideas for increasing certifications:
 - City of Columbia
 - Greater Columbia Chamber of Commerce
 - SCDOT
 - SC Governor's Office
 - Minority Business Development Center
 - Small Business Development Center
 - Charleston County Government
 - SC Business Development Program
 - Columbia Urban League
 - SC Commission for Minority Affairs
- Consolidated comprehensive lists from the following agencies to identify road work companies (for telephone outreach campaign):
 - RC Business Services Center
 - RC Procurement Vendors' List
 - SCDOT
 - Office of Small and Minority Business Assistance of SC
 - City of Columbia

There are several additional activities and developments that are included in the operations of the OSBO / SLBE program which are not included in this report. If you have any questions or need clarification, feel free to contact me at 803-576-1540.

DRAFT - DRAFT - DRAFT - DRAFT - DRAFT

Date: March 24, 2015

To: Mr. Torrey Rush
Chairman, Richland County Council

From: Mr. Hayes Mizell
Chairman, Transportation Penny Advisory Committee (TPAC)

Re: TPAC Recommendation for Richland County Council to Develop a Process for Considering Changes in Penny Funded Projects

Background

Nearly a decade has passed since Richland County began the process of identifying transportation improvement projects to be funded under a county sales tax increase now known as the Transportation Penny. During that time, many significant changes have occurred in the County, including critical new or changed transportation needs not addressed in the project list approved by voters in the General Referendum of 2012. Such changes include existing Penny projects funded from non-Penny sources, therefore eliminating or reducing the need for those projects to be funded by the Penny.

Recommendation

At the TPAC's meeting on March 23, 2015 the Committee voted to recommend that Richland County Council undertake the following:

1. Identify and publicize all Penny-priority projects that have been or are being funded and completed by entities other than Richland County, thereby making it unnecessary for such projects to be funded by the Penny;
2. Calculate and publicize the total authorized Penny funding for projects that have been or are being funded and completed by entities other than Richland County, thereby making it unnecessary for such projects to be funded by the Penny;
3. Develop and implement a policy and procedure to critically review the Penny project list in light of more current information about transportation needs;
4. Develop a policy and procedure for determining the priority of new transportation improvement projects that will be funded by the Penny funds that have become available because they are no longer needed for projects that have been or are being funded and completed by entities other than Richland County.

The TPAC is most appreciative of Council's consideration of these recommendations, and looks forward to Council's response.

Cc: Mr Bill Malinowski, Ms Joyce Dickerson, Mr Damon Jeter, Mr Paul Livingston, Mr Seth Rose, Mr Greg Pearce, Mr Jim Manning, Ms Julie Ann Dixon, Mr Kelvin Washington, Mr Norman Jackson, Mr Tony McDonald, Mr Rob Perry, Mr Chris Gossett