Board of Directors Meeting of the  
Central Midlands Council of Governments  
Thursday, August 24, 2017  ♦  12:00 p.m.  ♦  CMCOG Conference Room 

OVERALL AGENDA

A. Call to Order and Introductions
   1. Determination of Quorum
   2. Approve Order and Contents of the Overall Agenda
   3. Introduction of Guests
   4. Introduction of New Board Members
      • John “Ted” Creech, City of Columbia
      • Robert Liming, City of Columbia
   5. Invocation

B. Consent Agenda
   1. Approval of the June 22, 2017 Board Meeting Minutes  
      (Enclosure 1)
   2. Financial Statement  
      (Enclosure 2)
   3. FY 2018 & 2019 Unified Planning Work Program  
      (Enclosure 3)
   4. FY 2018 & 2019 Rural Planning Work Program  
      (Enclosure 4)
   5. TIP Amendment – FY 2017 Transportation Alternatives Program  
      (Enclosure 5)
   6. Title VI – Language Assistance Plan  
      (Enclosure 6)
   7. TIP Amendment – Section 5310 Projects  
      (Enclosure 7)
   8. TIP Amendment – Section 5339 and 5307 Projects  
      (Enclosure 8)
      (Enclosure 9)

C. Regular Agenda
   1. 208 Plan Amendment – Columbia/Metro WWIP Expansion to 80 MGD  
      (Enclosure 10)
   2. Title VI & Environmental Justice Plan Update  
      (Enclosure 11)
   3. CMCOG – COATS MPO DBE Plan Update  
      (Enclosure 12)

D. Announcements / Committee or Staff Reports / Correspondences
   1. Executive Director’s Report  
      (Enclosure 13)
   2. Announcement of Committee Appointments  
      (Enclosure 14)
   3. Community Economic Development Strategy Progress Update  
      (Enclosure 15)
   4. Workforce Response to VC Summer

E. Old/New Business

F. Other Business

G. Adjourn

REMINDER: The next CMCOG Board Meeting will be held on Thursday, September 28, 2017 in the COG Conference Room

Note: Full Agenda packets can be found on the CMCOG website at www.cm cog.org.
BOARD MEMBERS PRESENT:
Vina Abrams, Newberry County
Melissa Atkins, Lexington County
Jimmy Bales, Richland County Legislative Delegation
Connie Breeden, Richland County
David Brown, Fairfield County
John Carrigg, Lexington County
Micah Caskey, Lexington Co. Legislative Delegation
Alfred Comfort, Richland County
Kathy Condom, Irmo Town Council
Ben Connell, Kershaw County Council
Todd Cullum, Lexington County Council
Smokey Davis, Lexington County
Joyce Dickerson, Richland County Council
Julie Ann Dixon, Richland County
Shawn Epps, City of Columbia
Douglas Fabel, Richland County
Dr. Roger Gaddy, Chairman, Winnsboro Town Mayor
Malcolm Gordge, Blythewood Town Council
Zebbie Goudelock, Newberry City Council
John Hardee, City of Columbia
Norman Jackson, Richland County Council
William Leidinger, City of Columbia
Paul Livingston, Richland County Council
Erin Long Berguson, Lexington County Council
Steve MacDougall, Mayor of Lexington
Earl McLeod, Lexington County
Walt McLeod, Newberry Co Legislative Delegation
Joe Mergo, Lexington County
Tony Mizzell, Richland County
Juston Ricard, Springdale Town Council
Charles Simpkins, Lexington County
Debbie Summers, Lexington County Council
Bill Waldrop, Newberry County Council
Mark Williams, City of Forest Ares
Phil Yarborough, Lexington County Council

GUESTS PRESENT:
Tevia Brown, S.C. Department of Transportation
Tara Greenwood, City of West Columbia
Donna Gulledge, Joint Municipal Water & Sewer Commission
Morgan Harrell, SCANA
Kenny Larimore, S.C. Department of Transportation
Emily Lawton, Federal Highway Administration
Holland Leger, Lexington County
Bill Malinowski, Richland County Council
Yolanda Morris, Federal Highway Administration
Rod Wilburn, J.R. Wilburn & Associates, Inc.

STAFF MEMBERS PRESENT:
Felicia Anderson, HR/Operations Manager
Roland Bart, Chief Transportation Planner
Eartha Burrell, Community Development Planner
Anna Harmon, Director of the Long-Term Care Ombudsman Program
Jason Kent, GIS Manager
Ben Mauldin, Executive Director
Andy Simmons, Information Services Manager
Reginald Simmons, Deputy Executive Director/Transportation Director
Gregory Sprouse, Director of Research, Planning and Development
Chris White, Director of Workforce Development

ADVISORY MEMBER PRESENT:
Barbara Smith-Carey, Mayor of Pelion
A. **CALL TO ORDER**

The meeting was called to order at 12:05 p.m. on June 22, 2017 by Chairman Roger Gaddy.

A1. **Determination of Quorum**

Chairman Gaddy acknowledged the presence of a quorum.

A2. **Approve Order and Contents of the Overall Agenda**

Chairman Gaddy stated that item “COATS FTA Procurement Process” has been added to the regular agenda.

**MOTION, approved**
Joyce Dickerson moved, seconded by Julie Ann Dixon, to approve the revised order and contents of the overall agenda. The motion was approved unanimously.

A3. **Introduction of Guests**

Gregory Sprouse introduced the guests at today’s meeting. They are listed on the first page.

A4. **Invocation**

Chairman Gaddy gave the invocation.

B. **REGULAR AGENDA**

B1. **Approval of the June 22, 2017 Board Meeting Minutes**

**MOTION, approved**
Julie Ann Dixon moved, seconded by Smokey Davis, to approve the minutes from the June 22, 2017 board meeting. The motion was approved unanimously.

B2. **FY 2018 Central Midlands COG Budget Report**

Ben Mauldin provided an overview of the budget planning process. The total recommended budget is $16,163,008, which includes pass-through funds. This represents a 26% increase from the prior year budget. He provided highlights of the FY 2018 budget and work program activities.

**MOTION, approved**
Smokey Davis moved, seconded by John Hardee, to approve the FY 2018 Central Midlands COG Budget Report, as presented. After a brief discussion, the motion was approved unanimously.

B3. **FY 2018 & 2019 Unified Planning Work Program**

Reginald Simmons presented a request for the approval to adopt the FY 2018-2019 Unified Planning Work Program (UPWP). He provided a brief overview of the planning document. The primary projects include:

- Regional Site Selection Study
- Regional Freight Mobility Study
- Public Participation Plan
- Cayce, West Columbia and Springdale Bike & Pedestrian Study
- Chapin, Batesburg-Leesville and Swansea Bike & Pedestrian Study
- Human Service Coordination
- Blythewood Traffic Assessment

Funding for the UPWP includes:
- Approximately $1,182,040 in planning funds (urban only)
- Approximately $880,000 in Section 5307 funds
- Local Match Required: Approximately $515,510 in local funds
- Total Amount for the UPWP: $2,577,550

**MOTION, approved**
Julie Ann Dixon moved to approve the adoption of the FY 2018-2019 Unified Planning Work Program, as presented. The motion was seconded and approved unanimously.

**B4. FY 2018 & 2019 Rural Planning Work Program**

Mr. Simmons presented a request for the approval to adopt the FY 2018-2019 Rural Planning Work Program. He provided a brief overview of the planning document. The primary projects include:

- Regional Freight Mobility Study
- Public Participation Plan
- Chapin, Batesburg-Leesville and Swansea Bike and Pedestrian Master Plan
- Human Service Coordination
- Regional Travel Demand Model

Funding for the RPWP includes:
- Approximately $85,000 in planning funds (rural only)
- Approximately $300,000 in Section 5307 funds (shared with the MPO)
- Local Match Required: Approximately $96,250 in local funds
- Total Amount for the RPWP: $481,250

A brief discussion took place.

**MOTION, approved**
Todd Cullum moved, seconded by Julie Ann Dixon, to approve the adoption of the FY 2018-2019 Rural Planning Work Program, as presented. The motion was approved unanimously.

**B5. TIP Amendment – FY 2017 Transportation Alternatives Program**

Mr. Simmons presented a request for the approval to amend the 2016-2022 Transportation Improvement Program (TIP) to add eight (8) projects to the FY 2017 Transportation Alternatives Program (TAP). On April 17th, CMCOG received eight (8) TAP projects. These projects were required to meet SCDOT focus areas, which included pedestrian, bicycles, and pedestrian streetscape improvements. Mr. Simmons provided details of each project.

Each project was evaluated through the TAP process in coordination with SCDOT. Each project met the eligibility requirement for funding. The total funds requested was $1,256,095.57.
MOTION, approved
Smokey Davis moved, seconded by Julie Ann Dixon, to approve the amendment of the 2016-2022 TIP to add eight (8) projects to the FY 2017 TAP, as presented. After a brief discussion, the motion was approved unanimously.

B6. Title VI – Language Assistance Plan

Guillermo Espinosa presented a request to approve the adoption of the CMCOG/COATS MPO Language Assistance Plan. Mr. Espinosa discussed the legal background and provisions and provided statistical information from the plan. A brief discussion took place.

MOTION, approved
Julie Ann Dixon moved, seconded by Connie Breeden, to approve the adoption of the CMCOG/COATS MPO Language Assistance Plan, as presented. The motion was approved unanimously.

B7. TIP Amendment – Section 5310 Projects

Mr. Simmons presented a request to approve the amendment of the 2016-2022 TIP and the Human Services Coordination Plan to add four (4) Section 5310 projects for the Large Urban Area. On March 15th, CMCOG released a call for projects for the FFY 2015 & 2016 funding cycles. Three (3) applications were received requesting four (4) vehicles. Mr. Simmons provided further details on each application request. A brief discussion took place.

MOTION, approved
Smokey Davis moved, seconded by Julie Ann Dixon, to approve the amendment of the 2016-2022 TIP and the Human Services Coordination Plan to add four (4) Section 5310 projects for the Large Urban Area, as presented. The motion was approved unanimously.

B8. Letter to Transfer Section 5339 Funds to CMRTA

Mr. Simmons presented a request for the approval to transfer Section 5339 funds to CMRTA. The allocations included:

- FY 2014 - $425,655
- FY 2015 - $399,037
- FY 2016 - $382,699

CMCOG is the designated recipient for the Columbia Urbanized Area. As the designated recipient, CMCOG is responsible for coordinating federal grant programs to assist in improving the urban transit system. Mr. Simmons provided further details on the program. The required match is 20%. A brief discussion took place.

MOTION, approved
Smokey Davis moved, seconded by Julie Ann Dixon, to approve the transfer of Section 5339 funds to CMRTA, as presented. The motion was approved unanimously.

B9. TIP Amendment – Section 5339 and 5307 Projects

Mr. Simmons presented a request for the approval to amend the 2016-2022 TIP to add Section 5339 and Section 5307 projects requests from the CMRTA. He provided further details of each project request.
The project request included:

<table>
<thead>
<tr>
<th>Section 5339 Projects</th>
<th>Section 5307 Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Fareboxes</td>
<td>Two to Five New 40-foot Expansion Buses</td>
</tr>
<tr>
<td>Automated Passenger Counters</td>
<td>Preventive Maintenance</td>
</tr>
<tr>
<td>New Telephone Systems</td>
<td>ADP Hardware</td>
</tr>
<tr>
<td>New Staff Cars</td>
<td>Surveillance/Security System</td>
</tr>
<tr>
<td></td>
<td>Bus Shelters &amp; Bus Stop Amenities</td>
</tr>
</tbody>
</table>

**MOTION, approved**

Paul Livingston moved, seconded by Joyce Dickerson, to approve the amendment of the 2016-2022 TIP to add Section 5339 and Section 5307 projects requests from the CMRTA, as presented. The motion was approved unanimously.

**B10. 2017 – 2019 DBE Goal**

Mr. Simmons presented a request for approval for the FY 2017 to FY 2019 Disadvantaged Business Enterprise (DBE) Goal to be set at 16%. He provided background information on the DBE Goal. CMCOG estimates to spend $3,438,000 on FTA funded projects. Based on the number of available firms and the number of SCDOT certified DBEs, it is recommended that the DBE Goal be set at 16%. A brief discussion took place.

**MOTION, approved**

Julie Ann Dixon moved, seconded by Walt McLeod, to approve the FY 2017 to FY 2019 Disadvantaged Business Enterprise Goal being set at 16%, as presented. The motion was approved unanimously.

**B11. TIP Amendment – Exit 119**

Mr. Simmons presented a request for the approval to amend the 2016-2022 Rural TIP to add $4 million for the Exit 119 Interchange Project on I-26. These funds will be used for right-of-way acquisition. Mr. Simmons provided further details of the project. Preliminary engineering has already begun and is expected to be completed in FY 2019. The right-of-way acquisition is planned for FY 2019.

**MOTION, approved**

Smokey Davis moved, seconded by Joe Mergo, to approve the amendment of the 2016-2022 Rural TIP to add $4 million for the Exit 119 Interchange Project on I-26, as presented. The motion was approved unanimously.

**B12. COATS FTA Procurement Process**

Reginald Simmons stated that CMCOG is the designated recipient of FTA funds. Staff is currently developing a document that details the COG’s current procurement process. He provided further details on the process.

**MOTION, approved**

Joyce Dickerson moved, seconded by Connie Breeden, to approve the COATS FTA Procurement Process, as presented. The motion was approved unanimously.
C. **ANNOUNCEMENTS / COMMITTEE OR STAFF REPORTS / CORRESPONDENCES**

C1. **Executive Director’s Report**

Ben Mauldin gave the following report:

a. **Lower Saluda River Coalition** – Enhanced Stream Monitoring Program – Stakeholders have come together to start an enhanced monitoring program on Lower Saluda River during peak recreational season. A brief discussion took place.

b. **Grant Management in Columbia, SC – July 17-18, 2017** – A two-day session will be held by Grant Writing USA at CMCOG.

C2. **Recognition of the Board Chairman & Committee Chairpersons**

Mr. Mauldin presented a recognition plaque to Outgoing Chairman Gaddy and thanked him for his leadership and service as Board Chairman over the past two years. Outgoing Chairman Gaddy stated that he enjoyed serving as chairman.

Chairman Gaddy recognized the following committee chairpersons for their service:

- Environmental Planning Advisory Committee – Smokey Davis
- Rural Transportation Planning Advisory Committee – Larry Brigham
- Transportation Planning Advisory Subcommittee – Joyce Dickerson
- Planning & Development Advisory Committee – Steve MacDougall
- Regional Aging & Disability Advisory Committee – MaryGail Douglas

C3. **Introduction of New Chairman**

Norman Jackson, Incoming Board Chairman, thanked the Outgoing Chair for his leadership over the past two years. He stated that he is looking forward to working with the Board and staff as chairperson.

D. **OLD / NEW BUSINESS**

No old or new business was brought forth.

E. **OTHER BUSINESS**

John Hardee asked the Board to keep the family of Robert S. “Skipper” Perry, Jr. in their thoughts and prayers. The former legislator recently passed away.

F. **ADJOURN**

There being no further business, the meeting adjourned at approximately 12:55 p.m.
<table>
<thead>
<tr>
<th>Section</th>
<th>Approved Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Member Governments</td>
<td>545,302</td>
<td>545,302</td>
<td>545,302.00</td>
<td>100.00%</td>
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<tr>
<td>State Aid</td>
<td>70,407</td>
<td>70,407</td>
<td>70,407.00</td>
<td>100.00%</td>
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<tr>
<td>Interest Income</td>
<td>25</td>
<td>25</td>
<td>107.42</td>
<td>429.68%</td>
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<tr>
<td>Sale of Data &amp; Publications</td>
<td>0</td>
<td>0</td>
<td>246.40</td>
<td>0.00%</td>
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<td>WorkKeys</td>
<td>45,000</td>
<td>21,526</td>
<td>18,502.05</td>
<td>85.95%</td>
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<td>208 Conformance Reviews</td>
<td>10,000</td>
<td>10,000</td>
<td>1,423.78</td>
<td>14.24%</td>
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<td>SCAPA Training Revenue</td>
<td>2,000</td>
<td>2,000</td>
<td>1,100.00</td>
<td>55.00%</td>
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<tr>
<td>Water Quality (Local Planning)</td>
<td>0</td>
<td>0</td>
<td>960.00</td>
<td>0.00%</td>
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<tr>
<td>Environmental COOs</td>
<td>500</td>
<td>500</td>
<td>2,375.00</td>
<td>475.00%</td>
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<tr>
<td>Local Revenue-Aging</td>
<td>0</td>
<td>0</td>
<td>0.28</td>
<td>0.00%</td>
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<tr>
<td>In-Kind-Aging</td>
<td>0</td>
<td>23,447</td>
<td>34,516.48</td>
<td>147.21%</td>
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<tr>
<td>Local Revenue-Other</td>
<td>0</td>
<td>0</td>
<td>22,967.00</td>
<td>0.00%</td>
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<tr>
<td>Fringe Recovery</td>
<td>957,915</td>
<td>410,000</td>
<td>754,945</td>
<td>151.76%</td>
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<tr>
<td>Interest Income</td>
<td>25</td>
<td>0</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Local Revenue</td>
<td>2,027,857</td>
<td>2,119,800</td>
<td>2,023,607.41</td>
<td>95.46%</td>
</tr>
<tr>
<td>Regional Programs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aging Planning &amp; Administration</td>
<td>579,828</td>
<td>580,266</td>
<td>512,444.00</td>
<td>88.31%</td>
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<tr>
<td>Ombudsman Program</td>
<td>256,371</td>
<td>256,371</td>
<td>282,316.03</td>
<td>110.12%</td>
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<tr>
<td>Midlands Workforce Development Board</td>
<td>1,293,303</td>
<td>1,163,360</td>
<td>1,078,937.65</td>
<td>92.74%</td>
</tr>
<tr>
<td>Transportation</td>
<td>1,270,052</td>
<td>1,136,360</td>
<td>1,048,937.65</td>
<td>92.74%</td>
</tr>
<tr>
<td>EPA 208 Planning</td>
<td>13,500</td>
<td>13,500</td>
<td>17,945.79</td>
<td>132.93%</td>
</tr>
<tr>
<td>Joint Land Use Planning</td>
<td>135,000</td>
<td>135,000</td>
<td>104,396.47</td>
<td>77.33%</td>
</tr>
<tr>
<td>ACE Special Project</td>
<td>0</td>
<td>0</td>
<td>3,531.20</td>
<td>0.00%</td>
</tr>
<tr>
<td>Hazard Mitigation</td>
<td>34,125</td>
<td>34,125</td>
<td>10,366.59</td>
<td>30.38%</td>
</tr>
<tr>
<td>Economic Development Administration</td>
<td>57,400</td>
<td>57,400</td>
<td>60,313.00</td>
<td>105.07%</td>
</tr>
<tr>
<td>Economic Development Administration (TA)</td>
<td>18,000</td>
<td>18,000</td>
<td>3,858.00</td>
<td>21.43%</td>
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<tr>
<td>Comm Development Block Grant-Planning</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>Total Regional Programs</td>
<td>3,707,579</td>
<td>4,484,366</td>
<td>4,502,923.74</td>
<td>100.41%</td>
</tr>
<tr>
<td>Community Development Block Grant Admin</td>
<td>140,500</td>
<td>82,208</td>
<td>75,329.00</td>
<td>91.63%</td>
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<tr>
<td>Local Technical Assistance Contracts</td>
<td>45,885</td>
<td>45,885</td>
<td>40,635.00</td>
<td>88.56%</td>
</tr>
<tr>
<td>Transfer From Other Program Areas-Matching, Other</td>
<td>462,545</td>
<td>457,150</td>
<td>342,793.74</td>
<td>74.98%</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>6,384,366</td>
<td>7,189,409</td>
<td>6,985,288.89</td>
<td>97.16%</td>
</tr>
<tr>
<td><strong>Contracted Services Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aging</td>
<td>3,365,062</td>
<td>3,365,062</td>
<td>2,788,700.34</td>
<td>82.87%</td>
</tr>
<tr>
<td>MWDB Contractors</td>
<td>2,850,026</td>
<td>2,284,198</td>
<td>1,697,889.61</td>
<td>74.33%</td>
</tr>
<tr>
<td><strong>Total Contracted Services Revenue</strong></td>
<td>6,215,088</td>
<td>5,649,260</td>
<td>4,486,589.95</td>
<td>79.42%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>12,599,454</td>
<td>12,838,669</td>
<td>11,471,878.84</td>
<td>89.35%</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Costs</td>
<td>2,920,024</td>
<td>3,246,491</td>
<td>3,177,900.26</td>
<td>97.89%</td>
</tr>
<tr>
<td>Fringe &amp; Indirect Cost Allocation</td>
<td>1,354,623</td>
<td>1,446,593</td>
<td>1,325,700.00</td>
<td>91.64%</td>
</tr>
<tr>
<td>Operations and Maintenance</td>
<td>589,653</td>
<td>601,851</td>
<td>560,899.01</td>
<td>93.15%</td>
</tr>
<tr>
<td>Employee Development &amp; Training</td>
<td>44,155</td>
<td>40,582</td>
<td>30,406.86</td>
<td>74.93%</td>
</tr>
<tr>
<td>In-Kind Expense</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Travel &amp; Transportation</td>
<td>88,907</td>
<td>78,595</td>
<td>77,387.48</td>
<td>98.46%</td>
</tr>
<tr>
<td>Consultants &amp; Contracts</td>
<td>679,464</td>
<td>530,775</td>
<td>494,883.90</td>
<td>93.24%</td>
</tr>
<tr>
<td>Local Government Training</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Capital Outlays</td>
<td>17,276</td>
<td>17,276</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>CMRTA-Mobility Manager, Travel Trainer, Hot to Ride</td>
<td>183,736</td>
<td>183,736</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Midlands Housing Alliance</td>
<td>15,897</td>
<td>15,897</td>
<td>0.00</td>
<td>0.00%</td>
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<tr>
<td>Midlands Ride Share</td>
<td>12,000</td>
<td>12,000</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>FTA</td>
<td>0</td>
<td>0</td>
<td>274,955.00</td>
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<tr>
<td>Instructional Training</td>
<td>0</td>
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<td>679,255.42</td>
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<tr>
<td>Transfer To Other Program Areas-Matching, Other</td>
<td>462,545</td>
<td>457,150</td>
<td>342,793.74</td>
<td>74.98%</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>6,368,680</td>
<td>7,180,570</td>
<td>7,089,164.66</td>
<td>98.73%</td>
</tr>
<tr>
<td><strong>Contracted Services Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aging</td>
<td>3,380,747</td>
<td>3,373,900</td>
<td>2,788,700.34</td>
<td>82.66%</td>
</tr>
<tr>
<td>Midlands Workforce Development Board (WIA)</td>
<td>2,850,026</td>
<td>2,284,198</td>
<td>1,697,889.61</td>
<td>74.33%</td>
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<tr>
<td><strong>Total Contracted Services Expenses</strong></td>
<td>6,230,773</td>
<td>5,658,098</td>
<td>4,486,589.95</td>
<td>79.33%</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>12,599,453</td>
<td>12,838,668</td>
<td>11,575,754.61</td>
<td>90.16%</td>
</tr>
<tr>
<td><strong>Revenue Over/(Under) Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Memorandum

TO: All Members of the CMCOG Board of Directors
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director
DATE: June 22, 2017
SUBJECT: FY 2018 – 2019 UPWP (Full document is available for download)

REQUESTED ACTION
The Central Midlands Council of Governments staff will request approval to adopt the FY 2018 – 2019 UPWP. Please be advised that the draft final report is available on our website for your review.

PROGRAM DESCRIPTION
The 2018 – 2019 COATS Unified Planning Work Program (UPWP) is based on the COATS’s 2040 Long-Range Transportation Plan, which was updated and approved by the Policy Committee on September 24, 2015. Emphasis has been placed on developing a program which can be reasonably accomplished with available staff and consultant resources and which is consistent with the priorities of the COATS area. This 2018 – 2019 UPWP emphasizes activities that promote the implementation of the existing plan. The major projects to be completed in this two year timeframe include:

Public Participation Plan - Update
This project consists of an update of the public participation strategies and techniques that will assist us in establishing an enhanced process of communicating with and obtaining input from the public concerning agency programs, projects, and program funding.
Consultant: In-house Staff
Project Manager: Reginald Simmons Estimated Completion Date: October 2017

Regional Site Selection Study
This project consists of assessing the best location for an Intermodal Transit Facility. Consideration of a site should include access to buses, bikes, taxis, and possibly rail service.
Consultant: Wendel
Project Manager: Reginald Simmons Estimated Completion Date: September 2017
Blythewood Traffic Assessment and Safety Improvement Study

This project consists of assessing the impact of growth and development on traffic flow and mobility in the Town of Blythewood.

Consultant:    TBA
Project Manager: Reginald Simmons    Estimated Completion Date: May 2018

Chapin, Batesburg-Leesville, and Swansea Bike and Pedestrian Master Plan

This project consists of developing bike and pedestrian master plans for the towns of Chapin, Batesburg-Leesville, and Swansea.

Consultant:    TBA
Project Manager: Reginald Simmons    Estimated Completion Date: June 2018

Human Services Coordination Plan Update

This project consists of updating our human services coordinated plan that will identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation.

Consultant:    TBA
Project Manager: Reginald Simmons    Estimated Completion Date: April 2018

Travel Demand Model - Update

This project consists of updating our travel demand model to use state-of-the-practice techniques to forecast traffic flows in our transportation system.

Consultant:    TBA
Project Manager: Reginald Simmons    Estimated Completion Date: September 2019

Regional Freight Mobility Plan

This project consists of assessing the current state of the region’s freight mobility and its economic impact and to provide projects, policies, and procedures that will enhance freight movement as an asset to the transportation system.

Consultant:    CDM Smith
Project Manager: Reginald Simmons    Estimated Completion Date: October 2017
Memorandum

TO: All Members of the CMCOG Board of Directors
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director
DATE: June 22, 2017
SUBJECT: FY 2018 – 2019 RPWP (Full document is available for download)

REQUESTED ACTION
The Central Midlands Council of Governments staff will request approval to adopt the FY 2018 – 2019 RPWP. Please be advised that the draft final report is available on our website for your review.

PROGRAM DESCRIPTION
The 2018 – 2019 CMCOG Rural Planning Work Program (RPWP) is based on the CMCOG’s 2035 Long-Range Transportation Plan (LRTP) and the draft 2040 LRTP. Emphasis has been placed on developing a program which can be reasonably accomplished with available staff and consultant resources and which is consistent with the priorities of the CMCOG area. This 2018 – 2019 RPWP emphasizes activities that will promote the implementation of both plans. The major projects to be completed in this two year timeframe include:

Public Participation Plan - Update
This project consists of an update of the public participation strategies and techniques that will assist us in establishing an enhance process of communicating with and obtaining input from the public concerning agency programs, projects, and program funding.

Consultant: In-house Staff
Project Manager: Reginald Simmons  Estimated Completion Date: October 2017

Chapin, Batesburg-Leesville, and Swansea Bike and Pedestrian Master Plan
This project consists of developing bike and pedestrian master plans for the towns of Chapin, Batesburg-Leesville, and Swansea.

Consultant: TBA
Project Manager: Reginald Simmons  Estimated Completion Date: June 2018

Approved by the CMCOG Board/MPO Policy Committee on June 22nd.
Public comment period ended on July 26, 2017.
No Public Comments Received

Serving Local Governments in South Carolina's Midlands
236 Stoneridge Drive, Columbia, SC 29210  (803) 376-5390  FAX (803) 376-5394  Web Site: http://www.centralmidlands.org
**Human Services Coordination Plan Update**

This project consists of updating our human services coordinated plan that will identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation.

Consultant: TBA  
Project Manager: Reginald Simmons  
Estimated Completion Date: April 2018

**2040 Long Range Transportation Plan - Update**

This project consists of establishing the regional framework for transportation projects and planning activities that will be undertaken in the next 30 years.

Consultant: In-house Staff  
Project Manager: Reginald Simmons  
Estimated Completion Date: September 2017

**Travel Demand Model - Update**

This project consists of updating our travel demand model to use state-of-the-practice techniques to forecast traffic flows in our transportation system.

Consultant: TBA  
Project Manager: Reginald Simmons  
Estimated Completion Date: September 2019

**Regional Freight Mobility Plan**

This project consists of assessing the current state of the region’s freight mobility and its economic impact and to provide projects, policies, and procedures that will enhance freight movement as an asset to the transportation system.

Consultant: CDM Smith  
Project Manager: Reginald Simmons  
Estimated Completion Date: October 2017
Memorandum

TO: All Members of the CMCOG Board of Directors
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director
DATE: June 22, 2017
SUBJECT: COATS FY 2017 Transportation Alternatives Projects

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval to amend the 2016-2022 TIP to add eight (8) transportation alternatives projects to the FY 2017 COATS Transportation Alternatives Program.

PROGRAM DESCRIPTION
As part of the Federal Highway Administration Surface Transportation Block Grant Program, the Transportation Alternatives Program (TAP) is a reimbursable, federal aid funding program for transportation related community projects designed to strengthen the intermodal transportation system.

It provides funding for projects that enhances the cultural, aesthetic, historic, and environmental aspects of the intermodal transportation system. The program can assist in funding projects that create bicycle and pedestrian facilities, pedestrian trails, pedestrian streetscaping activities, and other transportation related enhancements.

Staff has reviewed eight (8) transportation alternatives projects for the FY 2017 COATS Transportation Alternatives Program. These projects were received by the deadline of 2:00 p.m. on April 17th. Through our evaluation and review, it has been determined that the projects are eligible for funding. Staff will request to amend the 2016-2022 TIP to include these projects in the FY 2017 COATS MPO TAP Program. Attached, please find the list of transportation alternatives projects recommended for funding in FY 2017.

ATTACHMENT
Project Review Table
<table>
<thead>
<tr>
<th>Congressional District</th>
<th>Proposed Funding Year</th>
<th>Jurisdiction</th>
<th>Project Description</th>
<th>Total Project Cost</th>
<th>Local Match</th>
<th>Remarks</th>
<th>MPO Policy Committee Approval</th>
<th>Project Score</th>
<th>Contact Person</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>2017 City of Columbia</td>
<td>2017</td>
<td>Downtown Bicycle Connectivity</td>
<td>The project consists of two facilities to be constructed on any street or a traffic study to occur along Lincoln Street to add 16.25 miles worth of roadway</td>
<td>$227,375.44</td>
<td>$90,850.18</td>
<td>$136,525.26</td>
<td>This project is comprised of the completion of bike facilities within the downtown core, as recommended by the Walk Bike Columbia Pedestrian and Bicycle Master Plan (WBC) adopted 9/21/2015.</td>
<td>212-425-26</td>
<td>Dana Higgins</td>
<td>803-545-3280</td>
</tr>
<tr>
<td>2017 City of Columbia</td>
<td>2017</td>
<td>Stromobile Sidewalk Project</td>
<td>Installation of ADA compliant sidewalks along Martha Street from Davie Street to Easter Street and the installation of ADA compliant 1500 feet sidewalk along Orange Street from Isaac Street to Easter Street</td>
<td>$281,384.74</td>
<td>$112,833.90</td>
<td>$168,550.84</td>
<td>This project will provide an ADA compliant sidewalk for pedestrians to address safety along these corridors.</td>
<td>212-425-26</td>
<td>Dana Higgins</td>
<td>803-545-3280</td>
</tr>
<tr>
<td>2017 Richland County</td>
<td>2017</td>
<td>Clemson Road Shared-Use Paths</td>
<td>The project consists of providing offset 10' shared-use paths along both sides of Clemson Road (S-52) from the intersection of Chimneyridge Drive (local) to the intersection of Old Clemson Road (local) for approximately 1.9 miles.</td>
<td>$2,598,885.18</td>
<td>$2,298,386.38</td>
<td>$300,000.00</td>
<td>This project will remove bicyclists from the roadway by providing 10' shared-use paths along both sides of Clemson Road. The project will achieve safety goals of the Federal Highway Administration in the reduction of potential fatalities and serious injuries on public roads.</td>
<td>Roger Sears</td>
<td>803-726-6147</td>
<td></td>
</tr>
<tr>
<td>2017 Richland County</td>
<td>2017</td>
<td>Alpine Road Shared-Use Paths</td>
<td>The project consists of providing offset 10' shared-use path along one side of Alpine Road (S-63) from US 1 (Two Notch Road) to Percival Road (SC 12) for approximately 2.43 miles.</td>
<td>$2,534,466.25</td>
<td>$2,354,466.25</td>
<td>$180,000.00</td>
<td>The project will remove bicyclists from the roadway by providing 10' shared-use path along one side of Alpine Road. The project will achieve safety goals of the Federal Highway Administration in the reduction of potential fatalities and serious injuries on public roads.</td>
<td>Roger Sears</td>
<td>803-726-6147</td>
<td></td>
</tr>
<tr>
<td>2017 Kershaw County</td>
<td>2017</td>
<td>Wildwood Lane Sidewalk Improvements</td>
<td>This project will extend an existing sidewalk near Wateree Elementary School on Wildwood Lane. The work will consist of approximately 0.25 mile of new sidewalk along Wildwood Lane (S-28-149) along with all necessary street, sidewalk, and construction administration.</td>
<td>$280,000.00</td>
<td>$100,000.00</td>
<td>$180,000.00</td>
<td>Currently Kershaw County has a study underway to plan a 3 mile multiuse sidewalk connecting Kershaw County’s West Recreation Park on Whiteman Road with Wateree Elementary and Lugoff Elementary Schools on Wildwood Lane. This project is the first step in that plan.</td>
<td>Victor Carpenter</td>
<td>803-425-1500</td>
<td></td>
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<td>2017 City of West Columbia</td>
<td>2017</td>
<td>Center Street Sidewalk &amp; Crosswalk Project</td>
<td>Installation of 177 linear feet ADA complaint sidewalk from the existing sidewalk on Center Street to a new crosswalk near commerce</td>
<td>$158,812.50</td>
<td>$101,852.50</td>
<td>$126,410.00</td>
<td>This is a project that connects and develops regional non-motorized transportation networks. The sidewalk will be sufficiently wide enough for recreational and commuter walking, jogging, and construction administration.</td>
<td>Tara Greenwood</td>
<td>803-939-2620</td>
<td></td>
</tr>
<tr>
<td>2017 City of Cayce</td>
<td>2017</td>
<td>Frink Street Sidewalk Project</td>
<td>Installation of an ADA compliant 5 foot wide sidewalk from the intersection of Frink Street and 12th Street to the intersection of Frink Street and State Street.</td>
<td>$286,498.00</td>
<td>$206,498.00</td>
<td>$180,000.00</td>
<td>This project will provide a safe walking path for pedestrians who travel this road visiting the numerous businesses located on the road.</td>
<td>Rachelle Moody</td>
<td>803-570-0980</td>
<td></td>
</tr>
<tr>
<td>2017 Towns of Chapin</td>
<td>2017</td>
<td>Lexington Avenue Sidewalk Extension Phase II III</td>
<td>Installation of an ADA compliant 5 foot wide sidewalk from the existing sidewalk on Lexington Avenue towards the entrance of the Finlay Bridge Subdivision.</td>
<td>$283,948.10</td>
<td>$200,874.53</td>
<td>$104,073.57</td>
<td>This project will help to facilitate safe pedestrian movement along the avenues.</td>
<td>Ron Dishman</td>
<td>803-375-0640</td>
<td></td>
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</table>

**Funding Totals**

- Total Funds Requested: $6,573,787.21
- FY 2017 Available Funding: $803,056.00
- Carryover Funds: $372,461.57

**Surplus/(Shortage)**

- Surplus/(Shortage): $0
Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: June 22, 2017

SUBJECT: CMCOG – COATS MPO Language Assistance Plan

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval to adopt the CMCOG-COATS MPO Language Assistance Plan. Please note that the full draft document can be downloaded from our website.

PROGRAM DESCRIPTION
Most individuals living in the United States read, write, speak, and understand English. There are many people, however, for whom English is not their primary language. If these individuals have a limited ability to read, write, speak, or understand English, they have limited English proficiency or “LEP”. Language for LEP persons can be a barrier to accessing important benefits or services, understanding and exercising important rights, or complying with applicable responsibilities.

The purpose of the CMCOG-COATS Language Assistance Plan (LAP) is to ensure that COATS MPO communicates effectively with Limited English Proficient (LEP) individuals. CMCOG-COATS MPO staff have developed this LAP to assist our member governments, consultants, policy committee members, and our partnering agencies and organizations in their efforts to ensure information and services are accessible to LEP individuals by providing guidance on translation, interpretation, and outreach services for LEP individuals seeking access to the MPO programs. All CMCOG directors, managers, and Title VI program liaisons are responsible for ensuring that meaningful services to LEP persons are provided in their respective areas. This Language Assistance Plan will also serve as an update to the COATS MPO Title VI Plan.
Memorandum

TO: All Members of the CMCOG Board of Directors
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director
DATE: June 22, 2017
SUBJECT: Section 5310 Projects

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval to amend the 2016-2022 TIP and the Human Services Coordination Plan to add the FY 2018 Section 5310 Projects for the Large Urban Area.

PROGRAM DESCRIPTION
On June 6, 2014, the Final FTA Circular FTA C 9070.1G was published, incorporating project types, from the repealed New Freedom program into the new Section 5310 Program. The vehicle projects and related equipment under the previous 5310 program are now called Traditional 5310 Projects and comprise at least 55% of the available funding; the former New Freedom projects are called Expanded 5310 Projects and comprise up to 45% of available funding.

The goal of the new 5310 Program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available. The FTA 5310 Program provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities.

This program provides grant funds for capital, mobility management, and operating expenses for:

- Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;
- Public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA);
- Public transportation projects that improve access to fixed-route service and decrease reliance on complementary paratransit; and
- Alternatives to public transportation projects that assist seniors and individuals with disabilities and with transportation.

On March 15, 2017, staff released a call for projects for the FFY 2015 & 2016 funding cycles. Staff will present those requests for inclusion in the Human Services Coordination Plan and the 2016-2022 TIP.
Large Urban Section 5310
Enhanced Mobility of Seniors and
Individuals with Disabilities Program
(Federal Funding Fiscal Years 2015 & 2016)

Application Form
Federal Fiscal Year 2017-2018

Name of Applicant: Mental Illness Recovery Center, Inc.

Amount Requested: $66,000

Type of Request: Capital - Vehicle Purchase

Capital
(Purchase of Service or Vehicle)

County Where Service to be Provided: Central Midlands

Agency DUNS Number: 163001357

Return To: Attention: Reginald Simmons
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, South Carolina 29212
803-744-5133
www.centralmidlands.org

Letter of Intent Deadline: April 3, 2017 @ 2 p.m.
Full Application Deadline: April 19, 2017 @ 2 p.m.
LETTER OF INTENT

Agency Name: Mental Illness Recovery Center, Inc. (MIRCI)
Contact Name: Julie Ann Avin, Executive Director
   PO Box 4246
   Columbia, SC 29240
   803-786-1844 x110
Amount of Request: $66,000
Local Match: MIRCI plans to use general operating funds for the local match based on projected cash flows
Project Category: Capital
Project Type: Expansion Purchase of 2 vehicles (minivans)

Project Scope: MIRCI is a nonprofit organization that assists individuals with mental illness to recover in the areas of their lives impacted by their illness through housing, behavioral healthcare, and assistance with obtaining and managing their disability income. In connection with its exempt purpose, MIRCI, among other things, provides community based services to individuals recovering from mental illness or emotional disorders in South Carolina.

MIRCI programs include:
   Supportive Living Program: Permanent housing program for individuals with mental illness, with on-site supportive and clinical services (93 served in 2016)
   Benefits Assistance: Provides assistance to individuals in applying for and maintaining disability benefits (229 served in 2016)
   Community Housing Program (Shelter Plus Care): Housing program for homeless individuals and families who need intensive therapeutic services (190 adults and 26 children served in 2016)
   Homeless Outreach Program: Provides access to behavioral healthcare and entry into Shelter Plus Care and SHP Homeless Housing Programs (engaged 271 individuals in 2016)
   Community Integration: Behavioral Healthcare, Psychiatrist and ACT Team Services (served 288 adults in 2016)
   Youth Drop In Center: Drop-in services, clinical and behavioral healthcare services for youth in transition who are either homeless or at risk of homelessness (projected to serve 75 youth per year)
   Representative Payee Program: Financial Management for individuals in need of
assistance in managing social security disability benefits (253 individuals served in 2016)

The purchase of two minivans will enable our agency to continue to serve, and expand services to our clients. These vehicles will provide demand response service as well as regularly scheduled transportation services to clients in all of MIRCI’s programs. Transportation purposes include medical appointments, pharmacy assistance, rehabilitative services, psychiatric clinics, and other personal trips to the bank, grocery store, and social activities. MIRCI has experienced rapid growth in the Community Housing Program (securing a new Housing First grant to house 30 more individuals) in Richland and Lexington Counties and is transporting an increased number of individuals each year. MIRCI’s ACT Teams continue to increase the number of clients served with behavioral healthcare needs and psychiatrist visits. MIRCI opened a new Youth Drop In Center and is projected to serve at least 75 Youth In Transition per year.

MIRCI operates programs Monday through Friday from 8:30am to 5pm in Richland and Lexington Counties. The TLC program operates from 5:30pm to 10pm Monday through Friday, 8am through 5pm on Saturday, and 1pm through 10pm on Sunday. The Supportive Living Program (MIRCI Group Homes) operates 24 hours per day, 365 days per year. MIRCI’s Youth Drop In Center operates Monday through Friday, 9am-6pm, and weekends 12pm-6pm, 365 days per year. MIRCI’s Homeless Outreach Team has expanded to include adults and youth who are either or at risk of homelessness, and hours vary depending on client needs. MIRCI is in the planning stages of a Youth Young Adult Housing project, with goals to house 10 homeless young adult males.

CMRTA operates in limited areas of Richland and Lexington Counties, and many clients are incapable of understand bus routes or do not live near bus routes. Bus routes do not always coincide with doctors’ appointments and, in many cases, are not running at the specified appointment time. Many times CMRTA drop off points are not located near the facilities clients need and requires blocks of walking or an alternate means of transportation to the facilities.

Project Budget: (please see attached)

Julie Ann Avin, Executive Director

Date: 3/27/17
LOCAL MATCH IDENTIFICATION FOR SECTION 5310 FUNDING

Mental Illness Recover Center, Inc. (MIRCI)

(Legal Name of Applicant)

Requested Section 5310 Program Funding Amounts

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<th>Total Amount</th>
<th>Local Share</th>
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</thead>
<tbody>
<tr>
<td>Purchase of Service</td>
<td>$66,000</td>
<td>$13,200 (20%)</td>
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<tr>
<td>ADA Vehicle</td>
<td>$_____</td>
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<th>TOTAL</th>
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<tr>
<td>Total Funding Requests</td>
<td>Total Local Match Required</td>
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</table>

The Local Match for the Section 5310 Program funds will be available from the following sources:

**Source of Funds**

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>MIRCI operating funds</td>
<td>$13,200</td>
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</tbody>
</table>

| TOTAL                   | $13,200 |

I, the undersigned representing (legal name of agency) Mental Illness Recovery Center, Inc. do hereby certify to the South Carolina Department of Transportation that the required local match for the FY2015-2016 Section 5310 Program, which has a period of performance of July 1, 2017 – June 30, 2018, will be available by October 1, 2017.

Julie Ann Avin, Executive Director

Name/Title of Authorized Official

Signature of Authorized Official

Date 3/27/17
March 21, 2017

Mr. Reginal Simmons
Deputy Executive Director/Transportation Director
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29210

Dear Mr. Simmons:

This letter is to inform you of our intent to apply for FTA transportation funding under the Large Urban Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program.

- Name of Agency: Kershaw County Board of Disabilities and Special Needs
- Contact: Zenobia Corley – (803) 432-4841; Zcorley@kcbdsn.org
  P.O. Box 310
  Camden, SC 29021-0310

- Amount: $50,000
- Matching Funds: The agency has the funding for the match that is provided by the SC Department of Disabilities and Special Needs.
- Category: Capital
- Project Type: Purchase of 14 passenger Transit van for expansion of service
- Scope: See Attached
- Project Budget: See budget form attached

Thank you for the opportunity to submit for this much needed funding to help us in delivering services to people with disabilities in our community.

Sincerely,

[Signature]

Zenobia M. Corley
Executive Director
Kershaw County Board of Disabilities and Special Needs

Project Scope for Operations Funding

Kershaw County Board of Disabilities and Special Needs (KCBDSN) will use operation funding from the Grant to purchase of 14-passenger Transit van for expansion of service to operate several routes throughout Kershaw County. These routes will provide transportation services during its hours of operation Monday thru Friday approximately from 7am to 4pm with limited evening and weekend hours. This project will provide affordable, safe and reliable shuttle services to individuals with disabilities and low income individuals in Kershaw County to and from work sites. Kershaw County is a very rural County with little to no public transportation services. Many of the individuals with disabilities in this community do not drive and have no means to get affordable nor reliable transportation to and from work.

Kershaw County Board of Disabilities and Special Needs (KCBDSN) is will use these funds for four routes throughout the County that will bring these individuals to work. Also the funds will be used for several enclaves that we operate as well. These routes cover the Lugoff /Elgin area as well as the rural areas of Kershaw County. These routes will impact approximately 50 individuals. These routes will allow them dependable transportation services to and from work. By funding these projects those individuals affected will have expanded availability to employment options in Kershaw County. These shuttles are vital to their employment and becoming and/or staying employed.

Kershaw County Board of Disabilities and Special Needs (KCBDSN) also will be providing shuttle services to Work Enclaves within the County that this Grant will help fund. Individuals will be transported to work
sites such as local businesses to perform janitorial jobs, to the County Recycling Station, and to the local Food Shelter to perform various jobs. These Enclave opportunities allow these individuals to receive valuable on the job training that will allow them to gain the needed experience to one day become competitively employed in the Community.

Kershaw County Board of Disabilities and Special Needs (KCBDSN) is committed to providing these services to the individuals we serve here in the County. The Board works with other non-profits in the County to provide many services to those in need. If awarded this Grant the Kershaw BDSN will use these funds to increase the availability of affordable and dependable transportation services in the County.
# AGENCY:
Kershaw County Board of Disabilities and Special Needs

# CONTRACT:
- GRANTS:

# Budget Year:
2017-2018

# Revision #:

## I. Project Administration

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<td>Other Miscellaneous (#)</td>
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### $1.2

| A. | Office & Maintenance | $0 |
| B. | Publication Expenses  | $0 |
| C. | Other                | $0 |

Subtotal Administration $0

## III. Capital

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Subtotal Capital $52,600
### Operating

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<td>Operations Fringe Benefit</td>
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**Subtotal Operations**: $0

### Technical Assistance

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<td>C. Indirect Charges</td>
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**Subtotal Technical Assistance**: $0

### TOTAL AMOUNT:

$82,500

### Estimated Net Project Cost

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<tr>
<th>Project Administration</th>
<th>Contract Share</th>
<th>Federal Share</th>
<th>SCDOT Share</th>
<th>Local Share</th>
<th>Total Budget</th>
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<td>$0</td>
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<td>$0</td>
<td>$0</td>
<td>$0</td>
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</table>

**TOTAL**: $62,500

### Local Match provided by SC Dept of Disabilities and Special Needs

### Projected Payout

$62,500

### Maximum Percentage of Federal/State/Local Participation:

- Project Administration: 100%
- Capital: 100%
- Technical Assistance: 100%
- Operating Assistance: 100%
- Purchase of Service: 100%
Letter of Intent

Name of Agency: Babcock Center, Inc.

Contact Person: Phillip Powell, Director of Support Services

2725 Banny Jones Avenue, West Columbia, SC 29170

Phone: 803-608-8085       Fax: 803-799-3418

Amount of Request: $50,000

Local Match: Total revenue for the Babcock Center for fiscal year ending June 30, 2016 was $38,599,182. Revenue from state agencies (primarily the SC Department of Disabilities and Special Needs) totaled $34,502,933. None of these funds were provided by the SCDOT. All revenue (unless otherwise restricted) is pooled together for the operations of the agency, including transportation needs. The total cost $62,500. Babcock Center will secure the $12,500 in match through funds obtained from the SC Department of Disabilities and Special Needs.

Project Category: Expansion Capital Equipment

• 14 Passenger cut-away
  • Model: Goshen ADA

Project Scope: Babcock Center currently serves residents with intellectual disabilities, autism, head and spinal cord injuries and related disabilities within Richland and Lexington counties in South Carolina. Our mission is to empower people with lifelong disabilities to enjoy life by promoting abilities and respecting choice.

Babcock Center currently provides transportation services to approximately 730 individuals with disabilities in the urban and rural areas of Richland and Lexington counties. Of these individuals, 321 reside within Babcock Center residential programs and receive care 24 hours per day, 7 days a week and 409 are individuals we provide transportation to and from our Work Activity Centers five days per week during working hours.
Our fleet is composed of (142) vehicles leased through the State of South Carolina and (5) vehicles which are owned by Babcock Center. Our request is to purchase a Goshen van that will better meet the needs of our consumers. An additional Goshen van would benefit the overall fleet as there are many times when we have utilized all available Goshen vans and are forced to utilize other vehicles that are not optimal for the transportation of individuals with physical disabilities. In addition, we are no longer able to obtain Goshen vans through the leasing program of the State. This vehicle will be used to provide transportation for (9) individuals with disabilities in the Northeas: area of Columbia in Richland County. This route originates at 7817 Parklane Road, Columbia.

**Project Budget:** See attached.

- **Statement of Match:** Babcock Center, Inc. has within our organizations’ financial capacity the appropriate local match for this project in the amount $12,500.

---

**Executive Director Signature:** [Signature]  
**Date:** March 31, 2017

Judith E. Johnson, Ed.D.
<table>
<thead>
<tr>
<th>Project</th>
<th>Total Amount</th>
<th>Local Share</th>
</tr>
</thead>
<tbody>
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<td>$ 12,500 (20%)</td>
</tr>
<tr>
<td>Operations</td>
<td>$ _____</td>
<td>_____ (50%)</td>
</tr>
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</table>

**TOTAL**  
$ 50,000  
$12,500  
Total Funding Requests  
Total Local Match
## Van Routes Attendance Sheets

**Driver:** Thomas A Pitts  
**Van Route #:** SG147  
**Month:** March 2017

| Name & Address | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 0 | 3 |
| 809 DelVerton Rd.  
Columbia SC 29203  
803-638-9742 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 443 Staffordshire Rd.  
Columbia SC 29203  
803-754-2005 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 4307 Williamsburg Dr.  
Columbia SC 29203  
803-754-3244 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 4408 Clairton St.  
Columbia SC 29203  
803-765-0136 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 4519 Catherine Ave.  
Columbia SC 29203  
803-563-1846 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 4507 Catherine Ave.  
Columbia SC 29203  
803-929-0685 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 1705 Denny Rd.  
Columbia SC 29203  
803-699-1568 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 8301 Farrow Rd.  
Willow Center  
Columbia SC 29203  
803-935-6740 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 8301 Farrow Rd.  
Willow Center  
Columbia SC 29203  
803-935-6740 | AM |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
Google Maps
7817 Parklane Rd, Columbia, SC 29223 to 7817 Parklane Road, Columbia, SC
Drive 25.0 miles, 53 min

7817 Parklane Rd
Columbia, SC 29223

Get on SC-277 S from Parklane Rd

1. Head east
   3 min (0.9 mi)

2. Turn right toward Parklane Rd
   0.2 mi

3. Turn right toward Parklane Rd
   194 ft

4. Turn left onto Parklane Rd
   374 ft

5. Sharp left to merge onto SC-277 S toward Columbia
   0.4 mi

Take I-20 W to US-321 S/Fairfield Rd. Take exit 70 from I-20 W

6. Merge onto SC-277 S
   4 min (4.2 mi)

7. Take the exit onto I-20 W toward Augusta

8. Take exit 70 for US-321/Fairfield Rd toward Winnsboro

Continue on US-321 S/Fairfield Rd. Drive to Delverton Rd in Columbia

9. Turn right onto US-321 S/Fairfield Rd (signs for Lutheran/Seminary/Columbia/Columbia College)

10. Turn right onto Stebondale Rd

11. Slight left onto Delverton Rd
   Destination will be on the left

809 Delverton Rd
Columbia, SC 29203

12. Head northwest on Delverton Rd toward Stebondale Rd

13. Turn left onto Lauderdale Rd

14. Turn left onto Romford Rd

15. Turn right onto Paddington Rd

16. Turn left onto Staffordshire Rd
   Destination will be on the left

443 Staffordshire Rd
Columbia, SC 29203

Take Amberley Rd to Fairfield Rd

17. Head east on Staffordshire Rd toward Paddington Rd

18. Turn right onto Paddington Rd

19. Turn left onto Romford Rd

20. Turn left onto Amberley Rd

Take N Main St and Duke Ave to S-40-329/McRae St

21. Turn right onto Fairfield Rd

22. Turn right onto N Main St

23. Turn right onto Monticello Rd

24. Turn left onto Duke Ave

25. Continue onto Clement Rd

Drive to Williamsburg Dr

26. Turn right onto S-40-329/McRae St

27. Turn right onto Williamsburg Dr
   Destination will be on the left

4307 Williamsburg Dr
Columbia, SC 29203

28. Head northeast on Williamsburg Dr toward Chesterfield Dr

29. Turn left onto S-40-329/McRae St

30. Turn left onto Clement Rd

31. Turn left onto Mountain Dr

32. Sharp right onto Clarington St
   Destination will be on the left

5 min (1.7 km)
4408 Clairton St
Columbia, SC 29203

33. Head north on Clairton St toward Mountain Dr

34. Continue onto W Miriam Ave

35. Turn left onto Catherine Ave
   Destination will be on the left

3 min (0.8 mi)

4519 Catherine Ave
Columbia, SC 29203

36. Head north on Catherine Ave toward Hanover Ave

2 s (46 ft)

4587 Catherine Ave
Columbia, SC 29203

37. Head north on Catherine Ave toward Hanover Ave

38. Turn right onto Lakeside Ave

39. Turn left onto SC-215 N/Monticello Rd

40. Turn left onto Denny Rd
   Destination will be on the right

6 min (2.5 m)

1705 Denny Rd
Columbia, SC 29203

41. Head northeast on Denny Rd toward SC-215 N

42. Turn right onto SC-215 S

43. Turn left onto Buckner Rd

44. Merge onto I-20 E via the ramp on the left to Florence

45. Take exit 72 for SC-555 N

46. Turn left onto SC-555 N/Farrow Rd
   Destination will be on the left

9 min (5.3 mi)

Midlands Center
8301 Farrow Rd, Columbia, SC 29203

47. Head north on Farrow Rd toward Pisgah Church Rd

48. Turn right onto Parklane Rd

49. Turn right
   Destination will be on the left

5 min (2.0 mi)

7817 Parklane Rd
Columbia, SC 29223

These directions are for planning purposes only. You may find that construction, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.
Memorandum

TO: All Members of the CMCOG Board of Directors  
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director  
DATE: June 22, 2017  
SUBJECT: TIP Amendment – Section 5339 and Section 5307 Projects

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval to amend the 2016-2022 TIP to add the following Section 5339 and Section 5307 project requests from the CMRTA.

BACKGROUND
The Central Midlands Council of Governments (CMCOG) and Central Midlands Regional Transit Authority (CMRTA) have a Memorandum of Agreement (MOA) that describes the cooperative working relationship of the two organizations. This MOA recognizes that each year most of the FTA grant dollars that are received by CMCOG as the designated recipient, will be required by CMRTA, a direct recipient, for the provision of public transit services. CMCOG will require some continuing FTA funding in order to meet our responsibilities under MAP-21 and the FAST Act as a Metropolitan Planning Organization.

The CMRTA is preparing grant applications for Section 5339 and Section 5307 funds for their capital needs. Attached, please find a list of projects that they are requesting with this funding.

ATTACHMENT
Section 5339 and Section 5307 Project Requests
SECTION 5339

5339 (FY 2014)

Fareboxes - The CMRTA would like to replace the fareboxes on the fixed route fleet. This would total to 39 replacement fareboxes. The existing fareboxes are 15 years old and are having more and more maintenance issues as time goes on. This is impacting the CMRTA’s ability to accept fares, issue passes and count passengers.

5339 (FY 2015)

Automated Passenger Counters (APC’s) – The CMRTA would like to equip all of our fixed route fleet (66 vehicles) with APC’s. These are an on-board or in-facility data collection tool that automatically counts passenger boardings and alightings by time and location. APC technologies include treadle mats, horizontal or vertical infrared beams, or machine vision applications. APC data can be used for real-time service monitoring or service planning purposes.

5339 (FY 2016)

Telephone System – The CMRTA would like to purchase a new telephone system for the Administrative and Maintenance Facility as well as the Transit Center. The existing telephone system has become antiquated and does not include the ability to provide all FTA-required monitoring and reporting.

Staff Cars – The CMRTA would like to purchase 2 to 3 staff cars off of State Contract. There is currently one 2006 Dodge Stratus service as a staff car. Due to the age, this vehicle is having major maintenance issues and is in need of replacement. Because the CMRTA staff has grown from 5 employees to 12 employees in recent years, the number of staff cars needed has also grown. It is likely that this purchase would be for 1 to 2 cars for day-to-day use and one minivan or SUV to allow for easier transportation of equipment to public hearings, events, etc.

SECTION 5307

5307 (FY 2015)

Buy Expansion 40 foot buses ($1,312,120 - federal) – The CMRTA is looking to expand the existing fleet with between 2 to 5 forty-foot buses. There is a contract in place for this purchase. These 5307 funds are needed to complete the order.

Preventive Maintenance ($1,060,000 - federal) – The CMRTA is requesting federal funds to reimburse preventive maintenance costs.

ADP Hardware ($464,000) – The CMRTA is requesting funds to outfit all newly purchased fixed route fleet with GPS real time tracking.

Surveillance / Security System ($758,200) – The CMRTA requests funds to complete the purchase of a camera system for each fixed route bus as well as 10 years of downloads and monitoring of this system.

Bus Shelters & Bus Stop Amenities – The CMRTA currently has a contract in place for the purchase of bus shelters. All existing grant funds available for shelters have been expended and more funds are needed for the purchase and installation of additional shelters and amenities.
Memorandum

TO: All Members of the CMCOG Board of Directors  
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director  
DATE: June 22, 2017  
SUBJECT: FY 2017 – 2019 DBE Goal

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval for the FY 2017 thru FY 2019 Disadvantaged Business Enterprise (DBE) Goal to be set at 16%. This goal has been established based upon the relative availability and use of DBEs who will be able to assist CMCOG in the completion of major projects for the next three fiscal years.

BACKGROUND
Under the direction of the CMCOG Board, staff has been encouraged to diversity it procurement process by actively encouraging the inclusion of women and/or minority owned businesses on all CMCOG contracts. In this effort, staff continues to request the inclusion of DBEs in all CMCOG contracts; joined the South Carolina Department of Transportation Unified Certification Program; continues to solicit DBE participation through our direct mailing list; and encouraged the certification of DBEs from other states and the governor’s list to be certified by the South Carolina Department of Transportation. This effort has resulted in the use of one (1) women and/or minority owned contractor(s) using FTA funds during FY 2014 thru 2016.

ATTACHMENT
Please find a copy of the FY 2017 – 2019 Disadvantaged Business Enterprise Goal

Approved by the CMCOG Board/MPO Policy Committee on June 22nd.
Public comment period ended on July 31, 2017.
No Public Comments Received
### CMCOG Project Anticipated Project Cost

| Site Selection Study     | 54169 Other Scientific & Technical Consulting Services | $245,000.00 | 7% |
| Human Services Coordination Plan | 54169 Other Scientific & Technical Consulting Services | $125,000.00 | 4% |
| Legal Services           | 54111 Office of Lawyers                                | $8,000.00   | 0% |
| Kershaw County Transit Feasibility Study | 54169 Other Scientific & Technical Consulting Services | $110,000.00 | 3% |
| Charleston/Columbia Alternative Analysis | 54169 Other Scientific & Technical Consulting Services | $125,000.00 | 4% |
| South Main Street        | 23731 Highway, Street & Bridge Construction            | $2,400,000.00 | 70% |
| Site Roll AID Accessibility Assessment | 54169 Other Scientific & Technical Consulting Services | $100,000.00 | 3% |
| Rail Rapid Transit Study | 54169 Other Scientific & Technical Consulting Services | $200,000.00 | 8% |
| Transit ITS Plan         | 54169 Other Scientific & Technical Consulting Services | $125,000.00 | 4% |
| **Total DOT Assisted Contracts** |                                               | $3,438,000.00 | 100% |

### CMCOG Project Number of DBE's (from SCDOT Directory of DBE's updated May 12, 2017 statewide)

| Site Selection Study     | Other Scientific & Technical Consulting Services | 30 | 167 | 0.1796 | 0.0713 | 0.0128 |
| Human Services Coordination Plan | Other Scientific & Technical Consulting Services | 30 | 167 | 0.1796 | 0.0364 | 0.0065 |
| Legal Services           | Office of Lawyers                                  | 1  | 2,411| 0.0004 | 0.0023 | 0.0000 |
| Kershaw County Transit Feasibility Study | Other Scientific & Technical Consulting Services | 30 | 167 | 0.1796 | 0.0150 | 0.0007 |
| Charleston/Columbia Alternative Analysis | Other Scientific & Technical Consulting Services | 30 | 167 | 0.1796 | 0.0150 | 0.0007 |
| South Main Street        | Highway, Street & Bridge Construction              | 90 | 129 | 0.6977 | 0.6981 | 0.4870 |
| Site Roll AID Accessibility Assessment | Other Scientific & Technical Consulting Services | 30 | 167 | 0.1796 | 0.0330 | 0.0052 |
| Rail Rapid Transit Study | Other Scientific & Technical Consulting Services   | 30 | 167 | 0.1796 | 0.0582 | 0.0103 |
| Transit ITS Plan         | Other Scientific & Technical Consulting Services   | 30 | 167 | 0.1796 | 0.0764 | 0.0065 |
| **Totals**               |                                                   | 301| 2799| 0.0812 | 1.0000 | 0.5409 |

2017, 2018, & 2019 Goal Using Ratio (from Combined Total of Relative Availability)  | 8% |
2017, 2018, & 2019 Goal Using Weighting (from Relative Availability multiplied times Weight) | 54% |
2017, 2018, & 2019 Goal Using the Average (Ratio plus Weight divided by 2) | 31% |
Staff Recommended Goal for Fiscal Years 2017, 2018, & 2019 | 16%
### 2014 - 2016 CMCOG Actual DBE Participation (Step 2)

<table>
<thead>
<tr>
<th>CMCOG Project</th>
<th>Prime Contractor</th>
<th>Subcontractor(s)</th>
<th>Overall Contract Amount</th>
<th>Contract Amount Paid Since July 1, 2013</th>
<th>Prime Contractor SCDOT UCP Certified DBE?</th>
<th>Subcontractor SCDOT UCP Certified DBE?</th>
<th>Percentage of SCDOT UCP Certified DBE Participation</th>
<th>Amount of SCDOT UCP Certified DBE Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walk Bike Columbia</td>
<td>Alta Planning + Design</td>
<td>Sprague &amp; Sprague Fuss &amp; O'Neill CDM Smith</td>
<td>$ 237,500.00</td>
<td>$ 237,500.00</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>9%</td>
</tr>
<tr>
<td>Legal Services</td>
<td>Belser &amp; Belser</td>
<td></td>
<td>$ 24,000.00</td>
<td>$ 9,028.00</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td><strong>$ 261,500.00</strong></td>
<td><strong>$ 246,528.00</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CMCOG 2014 - 2016 Goal: 16%

Actual Overall DBE Participation (Actual Participation divided by Total Contracts Amount (%)): 8.56%

Actual Overall DBE Participation (Actual Overall DBE Participation %age multiplied by Total Contracts Amount ($)): **$21,097.75**

(1) (i)=contracts carryover to new fiscal year, total reflect amount spent on since July 1, 2013
(1) (ii)= no disparity studies conducted by MPO in last five years
(1) (iii)= base figure of another recipient not utilized
(2)= not available
(3)= no adjustment attempted for past discrimination
MEMORANDUM

TO: CMCOG Board of Directors

FROM: Gregory Sprouse, Director of Research, Planning, and Development

DATE: August 8, 2017

SUBJECT: 208 Plan Amendment: Cola/Metro WWTP Expansion to 80 mgd

REQUESTED ACTION
CMCOG staff will introduce a 208 plan amendment request for the expansion of the City of Columbia Metro WWTP from 60 to 80 mgd. The CMCOG Environmental Planning Advisory Committee (EPAC) recommended approval of this plan amendment request at their July 19, 2017 meeting.

PROJECT BACKGROUND
The City of Columbia Metro WWTP provides wastewater treatment services to customers in the City of Columbia, West Columbia, Town of Irmo, Fort Jackson, and surrounding areas. The facility was last expanded in 1996 to the current permitted capacity of 60 mgd. Since 1996 the City has continued to experience growth in the Metro WWTP service area. The projected wastewater flow is anticipated to exceed the Metro WWTP permitted capacity of 60 mgd at or beyond 2035. A planned expansion of the Metro WWTP from 60 to 80 mgd is necessary to prepare for this anticipated growth in view of the time involved in planning, design, permitting, and construction of such expansion. A more detailed project summary and information on facility design, feasibility, environmental impacts, and examination of alternative options is attached.
Mr. Gregory Sprouse, AICP  
Director, Research, Planning and Development  
Central Midlands Council of Governments  
236 Stoneridge Drive  
Columbia, SC 29210

Re: 208 Plan Amendment Request  
Metropolitan Wastewater Treatment Plant Expansion

Dear Mr. Sprouse:

The City of Columbia's Utility and Engineering Department (City) respectfully requests an amendment to the 208 Regional Water Quality Management Plan (208 Plan) of the Central Midlands Region. An amendment to the 208 Plan is necessary due to the City's planned expansion of the Columbia Metropolitan Wastewater Treatment Plant (Metro WWTP) from 60 million gallons per day (mgd) to 80 mgd. The Metro WWTP is owned and operated by the City. The Metro WWTP was last expanded in 1996 to the current permitted capacity of 60 mgd. The Metro WWTP provides wastewater treatment service to customers in the City of Columbia, West Columbia, Town of Irmo, and Fort Jackson. The facility was designed as a secondary treatment plant with partial nitrification.

In 2013, the City entered into a Consent Decree with the Environmental Protection Agency (EPA) and the South Carolina Department of Health and Environmental Control (DHEC). The Consent Decree was in response to reported NPDES permit violations and sanitary sewer overflows (SSOs). The Consent Decree requires, among other things, that the City fund capital improvements projects at the Metro WWTP to resolve the NPDES permit violations and minimize SSOs.

Project Justification and Need

The City continues to experience growth in the Metro WWTP service area. The projected wastewater flow in the service area is anticipated to exceed the Metro WWTP permitted capacity of 60 mgd at or beyond 2035. The anticipated maximum daily wastewater flow is estimated to range from 64 mgd to 79.3 mgd by 2085 per the Metro WWTP Liquid Train Master Plan (Hazan and Sawyer, 2014). This range in projected wastewater flow is based on minimum
and maximum historic growth rates of 0.91 percent and 1.32 percent, respectively. A planned expansion of the Metro WWTP from 60 to 80 mgd is necessary to prepare for the anticipated growth in view of the time involved in the planning, design, permitting, and construction of such expansion.

NPDES Permit Requirements

The Metro WWTP is permitted to discharge 60 mgd of treated effluent into the Congaree River via National Pollutant Discharge Elimination System (NPDES) permit SC0020940. The current NPDES permit expired in September 2015. The NPDES permit renewal application was originally submitted in April 2015 to DHEC in accordance with the required regulatory timeline. A revised renewal application is scheduled to be submitted by December 31, 2015 and will include a request for a major permit modification to expand the Metro WWTP from 60 to 80 mgd.

Per correspondence with DHEC in early 2014, future permit limits for the Metro WWTP will be based on an update of the Lower Saluda / Congaree River QUAL2E Model. The QUAL2E modeling effort was anticipated to be completed in August 2015. The modeling is based on a revised 7Q10 flow in the Congaree River. The reduction in the 7Q10 flow will result in a lower allowable ultimate oxygen demand (UOD) in the revised Metro WWTP NPDES permit at 60 mgd and the proposed capacity increase of 80 mgd. The projected NPDES permit limit for UOD will require that the Metro WWTP meet more stringent effluent limits for ammonia. The plant cannot provide complete nitrification at the rated design capacity without significant process improvements. Therefore, the planned expansion also includes improvements to the existing facilities for improved compliance with these projected new ammonia limits along with rehabilitation and/or replacement of facilities with limited remaining life.

Alternatives to the Metro WWTP Expansion

Alternatives were evaluated for expansion of the Metro WWTP capacity from 60 to 80 mgd in a Preliminary Engineering Report (PER) prepared by Hazen and Sawyer (2015). The analysis evaluated the technical feasibility of effluent disposal alternatives for the planned 20 mgd capacity increase. The alternatives that were considered include (i) no-action, (ii) land application, (iii) non-conjunctive water reuse, (iv) use of other surface water discharge locations, (v) regionalization, (vi) water conservation, (vii) infiltration and inflow (I/I) reduction, and (viii) an upgrade/expansion of the Metro WWTP with an increased NPDES discharge to the Congaree River. The following is a summary of the PER alternatives analysis conclusions:

i. The no-action alternative does not address the long-term growth needs in the service area, does not provide an environmentally sustainable solution for managing wastewater effluent disposal, and will lead to an increased probability of a decline in water quality from underperforming septic systems and the proliferation of privately owned wastewater treatment package plants.

ii. The land application alternative was removed from consideration due to the difficulty in acquiring large contiguous parcels of land for a dedicated land application system in Richland County and the high infrastructure costs associated with this alternative.
iii. A non-conjunctive water reuse system was determined to be infeasible due to the difficulty in acquiring large contiguous parcels of parcels for a dedicated reuse spray irrigation system, the challenge of partnering with neighboring industries to accept reclaimed water on a year-round basis, and the significant investment in storage, pumping, and piping infrastructure to deliver the water to potential customers.

iv. The nearest potential alternate surface water discharge location was identified near the Highway 76 crossing at the Wateree River near Eastover, located 28 miles east of the Metro WWTP. The Wateree River stream impairment, smaller stream flow, and high cost of developing infrastructure to convey the Metro WWTP effluent 28 miles removed this alternative from further consideration.

v. The PER considered regionalization as an alternative for wastewater capacity. Neighboring WWTPs do not have adequate capacity to accept the City’s anticipated wastewater flow of 20 mgd in addition to meeting the anticipated wastewater flow in their respective service areas.

vi. Water conservation was identified as a potential alternative to an expansion of the Metro WWTP. Water conservation measures reduce potable water demand, which may have the effect of reducing wastewater effluent to receiving streams. It was determined that water conservation is not a viable, independent alternative; however, the City will continue to include water conservation as an on-going effort for sustainability.

vii. The wastewater capacity need in the service area cannot be accounted for in I/I reduction efforts in the collection system. This alternative was eliminated from further consideration as a stand-alone alternative to the proposed project.

viii. An expansion of the Metro WWTP with a surface water discharge to the Congaree River was identified as the most viable alternative for the proposed 20 mgd wastewater capacity increase. This alternative capitalizes on the City’s existing investment in wastewater treatment infrastructure and is therefore more economical than the other identified alternatives.

Associated Environmental Impacts

Water quality in the Congaree River is not expected to be significantly impacted by the proposed Metro WWTP capacity increase. Future permit limits for the Metro WWTP expansion will be based on an update of the Lower Saluda / Congaree River QUAL2E Model and a revised 7Q10. DHEC has indicated that assimilative capacity is available for the proposed 20 mgd capacity expansion. DHEC has advised that the revised 7Q10 would result in an approximate 35 percent decrease in the UOD, which equates to 40,540 pound per day (lb/d) at both the current design flow of 60 mgd and the proposed design flow of 80 mgd. The proposed capacity expansion is not anticipated to impact the Congaree River designated use, river hydrology, or aquatic habitat.
Project Description and Scope

The proposed improvements will be constructed in multiple phases. Phase 1 has been divided into three projects. A detailed summary of the proposed improvements is provided in Table 1. Table 1 also summarizes the opinion of probable project cost for the Phase 1, Phase 2, Phase 3, and Phase 4 projects. An overall summary of the proposed phased improvements is as follows:

- The Phase 1 project will upgrade Train 1 for nitrification at a design flow of 30 mgd. Phase 1 will be constructed as three separate projects.
- The Phase 2 Project will upgrade Train 2 for nitrification at a design flow of 30 mgd.
- The Phase 3 Project improvements will provide the necessary infrastructure for the Metro WWTP expansion of Train 2 from 30 to 60 mgd and the abandonment of the Train 1 infrastructure.
- The Phase 4 Project improvements will provide the necessary infrastructure for the Metro WWTP expansion of Train 2 from 60 to 80 mgd.

The City is currently in the process of design and construction of several projects at the Metro WWTP site that are unrelated to the capacity expansion. The first project consists of aeration improvements to Train 1, a component of Phase 1 Project 1. The City is also pursuing an upgrade to the existing anaerobic digestion facilities to restore fully heated and mixed digestion capability to the Metro WWTP to achieve Class B pathogen reduction and vector attraction reduction per the recommendation of the Solids Handling Master Plan (Hazen and Sawyer, 2013). Improvements include the installation of new tube-in-tube style heat exchangers, hot water boilers, hot water supply and return equipment, pumped digester mixing, floating gasholder style covers, and new waste gas flares.

Table 1: Summary of Proposed Phased Improvements for Metro WWTP

<table>
<thead>
<tr>
<th>Phase Description</th>
<th>Project Phase</th>
<th>Proposed Improvement</th>
<th>Opinion of Probable Project Cost (2014$)</th>
</tr>
</thead>
</table>
| Phase 1 - Upgrade Train 1 for nitrification at 30 mgd | Phase 1 Project 1 | • Replacement of Train 1 mechanical aerators with diffused aeration system to upgrade Train 1 for nitrification at 30 mgd (e.g., new blower building, blowers, air piping, and membrane diffuser system including grid piping in two Train 1 aeration basins).  
• Rehabilitation of structures in Train 1.  
• Replacement of electrical substations and duct banks serving Train 1.  
• New pump station to facilitate draining of Train 1 aeration basins.  
• New secondary clarifier distribution box for Train 1 | $27.21 million |
### Table 1: Summary of Proposed Phased Improvements for Metro WWTP

<table>
<thead>
<tr>
<th>Phase Description</th>
<th>Project Phase</th>
<th>Proposed Improvement</th>
<th>Opinion of Probable Project Cost (2014$)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>1 secondary clarifiers.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Replacement of sludge collectors in the Train 1 primary clarifiers.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phase 1</td>
<td>Six new Train 1 and Train 2 chlorine contact tanks.</td>
<td>$34.26 million</td>
</tr>
<tr>
<td></td>
<td>Project 2</td>
<td>• New effluent pump station.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• New effluent flow measurement and post aeration box.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• New outfalls and diffusers to operate in parallel with the existing outfalls and diffusers.</td>
<td></td>
</tr>
<tr>
<td>Phase 1 – Upgrade</td>
<td>Project 3</td>
<td>New magnesium hydroxide storage and feed facilities for Train 1.</td>
<td>$8.84 million</td>
</tr>
<tr>
<td>Train 1 for</td>
<td></td>
<td>• New magnesium hydroxide storage and feed facilities for Train 2.</td>
<td></td>
</tr>
<tr>
<td>nitrification at</td>
<td></td>
<td>• New leachate equalization facilities.</td>
<td></td>
</tr>
<tr>
<td>30 mgd,</td>
<td></td>
<td>• New plant non-potable water (NPW) system.</td>
<td></td>
</tr>
<tr>
<td>continued</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase 2 – Upgrade</td>
<td>Phase 2</td>
<td>Primary Treatment Facility modifications (e.g., new primary clarifier splitter box, primary clarifier, primary effluent distribution channel)</td>
<td>$75.91 million</td>
</tr>
<tr>
<td>Train 2 for</td>
<td></td>
<td>• New RAS distribution channel.</td>
<td></td>
</tr>
<tr>
<td>nitrification at</td>
<td></td>
<td>• Two new aeration basins and a new secondary clarifier distribution channel.</td>
<td></td>
</tr>
<tr>
<td>30 mgd with</td>
<td></td>
<td>• New aeration system for Train 2 (e.g., new diffusers, piping, and blowers).</td>
<td></td>
</tr>
<tr>
<td>facilities to</td>
<td></td>
<td>• Two new secondary clarifiers and a new RAS Pump Station.</td>
<td></td>
</tr>
<tr>
<td>provide for</td>
<td></td>
<td>future expansion of Train 2 to 60 mgd</td>
<td></td>
</tr>
<tr>
<td>expansion of Train</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 to 60 mgd,</td>
<td></td>
<td>abandon Train 1</td>
<td></td>
</tr>
<tr>
<td>Phase 3 –</td>
<td>Phase 3</td>
<td>Three new primary clarifiers and associated appurtenances.</td>
<td>$69.91 million</td>
</tr>
<tr>
<td>Expansion of Train</td>
<td></td>
<td>• Four new aeration basins and associated aeration system infrastructure.</td>
<td></td>
</tr>
<tr>
<td>2 from 30 to 60</td>
<td></td>
<td>• Two new secondary clarifiers and associated appurtenances.</td>
<td></td>
</tr>
<tr>
<td>mgd, abandon Train</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Phase 4 –</td>
<td>Phase 4</td>
<td>Two new primary clarifiers and associated appurtenances.</td>
<td>$88.96 million</td>
</tr>
<tr>
<td>Expansion of Train</td>
<td></td>
<td>• Four new aeration basins and associated aeration system infrastructure.</td>
<td></td>
</tr>
<tr>
<td>2 from 60 to 80</td>
<td></td>
<td>• Two new secondary clarifiers and associated appurtenances.</td>
<td></td>
</tr>
<tr>
<td>mgd</td>
<td></td>
<td>• Relocation of berm at north end of WWTP.</td>
<td></td>
</tr>
</tbody>
</table>

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1. Phase 1 and 2 Project cost opinions provided in Liquid Train Master Plan (Hazen and Sawyer, 2014). Phase 3 and Phase 4 cost opinions estimated for Preliminary Engineering Report.
2. Cost opinions include 35% contingency, 10% for bonds / insurance / taxes, and 25% for Contractor overhead / profit / general conditions.
3. Cost opinion reflects estimate at midpoint of construction, as follows: Phase 1 Projects 1, 2, and 3 at midpoint of two years; Phase 2 at midpoint of three years; Phase 3 at midpoint of ten years; and Phase 4 at midpoint of 20 years.
Preliminary Engineering Data on Facility Design and Cost

The PER was prepared in accordance with the requirements of R.61-67, Standards for Wastewater Facility Construction, for the proposed upgrades and capacity expansion from 60 to 80 mgd. Per the requirements of R.61-67, this PER includes a description of the design criteria for the proposed improvements. The PER is attached to this correspondence. Figure 1 provides an illustration of the phased proposed improvements for the Metro WWTP.

Project Schedule

The City is currently in design of Phase 1 Project 1. The City anticipates that subsequent phases will be designed and constructed after completion of the previous phase. The Phase 2 project is anticipated to begin between 2025 and 2030. The Phase 3 and 4 projects will be constructed after the Phase 2 project is completed.

Financial Feasibility

The City commissioned a detailed financial study to develop a financial forecast for the City's water and sewer utilities. The study included an evaluation of monthly user rates and charges to provide water and sewer services to City customers as well as develop recommendations for a 5-year revised rate structure (e.g., fiscal year 2016 through 2020). The revised rate structure reflects the City's financial commitment that is necessary to maintain water and wastewater infrastructure reliability. The financial study has been presented to City Council and the public. The study will be updated and approved annually. The revised financial forecast includes the implementation of annual rate increases as part of the Utility System Financing Plan to allow the City to properly operate and maintain the existing infrastructure and provide the operating capital for necessary infrastructure improvements to include approximately $80 million for the wastewater Capital Improvements Program (CIP) and $40 million for the water CIP. The revised financial forecast does not currently include a financing strategy for the planned capacity expansion from 60 to 60 mgd; however, the revised financial forecast does demonstrate an ongoing commitment to fund critical capital improvement projects. A summary of the revised financial structure is as follows:

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total System Rate Increases</td>
<td>9.5%</td>
<td>7.1%</td>
<td>8.0%</td>
<td>7.0%</td>
<td>8.0%</td>
</tr>
<tr>
<td>Annual Revenue Bond Issue ($ Mil)</td>
<td>$79.45</td>
<td>$98.99</td>
<td>$95.37</td>
<td>$90.99</td>
<td>$88.40</td>
</tr>
<tr>
<td>Cash Funded CIP ($ Mil)</td>
<td>$31.10</td>
<td>$20.20</td>
<td>$24.60</td>
<td>$29.10</td>
<td>$34.60</td>
</tr>
</tbody>
</table>
We appreciate the Central Midlands Council of Governments consideration of our 208 Plan amendment request. If you have any questions, please do not hesitate to call.

Sincerely,

Joseph D. Jaco, P.E.
Director of Utilities and Engineering

cc:  David Wiman, WWTP Superintendent
      Stephen Sealey, WW Compliance Manager
      Mike Montebello, SCDHEC Wastewater Permitting
Memorandum

TO: All Members of the CMCOG Board of Directors
FROM: Reginald Simmons, Deputy Executive Director/Transportation Director
DATE: August 24, 2017
SUBJECT: Title VI & Environmental Justice Plan

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval to adopt the COATS MPO Title VI & Environmental Justice Plan. Please be advised that the complete plan is available on our website.

PROGRAM DESCRIPTION
Federal regulations require that MPOs who are federal grant recipients such as COATS, have a Title VI Program. Title VI of the Civil Rights Act of 1964 states that no person in the United States shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance. Title VI prohibits intentional discrimination as well as disparate impact on protected groups. The transportation planning regulations require consistency with Title VI and subsequent civil rights laws and regulations.

Federal Transit Administration (FTA) has issued FTA Circular 4702.1B, “Title VI Requirements and Guidelines for Federal Transit Administration Recipients” describing how to comply with Title VI regulations. The COATS Title VI Program has been developed based on this guidance.

ATTACHMENT
Title VI Resolution
Policy Statement
RESOLUTION

A RESOLUTION APPROVING THE TITLE VI PROGRAM & PLAN PURSUANT TO THE CIVIL RIGHTS ACT OF 1964; APPROVING THE ASSOCIATED LIMITED ENGLISH PROFICIENCY PLAN; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SAID POLICY ON BEHALF OF THE CENTRAL MIDLANDSCOUNCIL OF GOVERNMENTS

WHEREAS, the Central Midlands Council of Governments is the designated Metropolitan Planning Organization (MPO) for transportation planning in the Columbia Urbanized Planning Area which includes all or parts of six counties; and

WHEREAS, to fund its many work activities, CMCOG receives direct or pass-through federal funding from agencies such as the US Department of Transportation (Federal Highway Administration and Federal Transit Administration); the US Department of Health & Human Services (US DHHS); and the US Department of Labor; and

WHEREAS, as a recipient of federal funds, CMCOG is required to comply with the requirements of Title VI of the Civil Rights Act of 1964 which prohibits discrimination based on race, color and national origin, specifically 42 USC 2000d, which states that: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance; and

WHEREAS, CMCOG must also comply with the additional protections set forth in Presidential Executive Order 12898 (Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations) and Presidential Executive Order 13166 (Improving Access to Services for Persons with Limited English Proficiency); and

WHEREAS, in 2009, CMCOG did develop a Title VI Plan, and in May 2012, CMCOG did develop and adopt a Limited English Proficiency Plan and provided an overall plan update in 2015; and

WHEREAS, as required by the Federal Transit Administration, CMCOG has expanded the Title VI Program & Plan to include all necessary elements; and

WHEREAS, the 2017 Title VI Program & Plan has been reviewed and approved through the Columbia Area Transportation Study Metropolitan Planning Organization.

NOW, THEREFORE, BE IT RESOLVED that the Central Midlands Council of Governments certifies compliance with policies, procedures and plans with regard to Title VI of the Civil Rights Act of 1964 (as amended) and additional Assurances as required and hereby adopts its 2017 Title VI Program & Plan; and
BE IT FURTHER RESOLVED that the Central Midlands Council of Governments directs staff to begin efforts immediately to implement the provisions of the 2017 Title VI Program & Plan.

THE UNDERSIGNED is the duly qualified Executive Director of Central Midlands Council of Governments, and hereby certify that the foregoing is a true and correct copy of a resolution adopted at a meeting of the Central Midlands Council of Governments held on August 24, 2017.

_____________________________        ________________________ ______
Norman Jackson, Chairman Benjamin J. Mauldin, Executive Director
Central Midlands Council of Governments Central Midlands Council of Governments

_____________________________ ________________________________
Witness        Witness

____________________________________________________
I. STATEMENT OF POLICY

The Central Midlands Council of Governments – Columbia Area Transportation Study Metropolitan Planning Organization (CMCOG-COATS MPO) is committed to a policy of non-discrimination in the conduct of its business, including its Title VI responsibilities for the delivery of equitable and accessible transportation services. The CMCOG-COATS MPO recognizes its responsibilities to the communities it serves, and it is the MPO’s policy to utilize its best efforts to assure that no person shall, on the grounds of race, color, disability, gender, age, low income, national origin, language or limited English proficiency, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under its programs or services.

Toward this end, it is the CMCOG-COATS MPO’s objective to:

A. Ensure that the level and quality of transportation planning and related activities are conducted without regard to race, color, disability, gender, age, low income, national origin, language or limited English proficiency;
B. Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of the MPO’s programs and activities on minority populations and low-income populations;
C. Promote the full and fair participation of all affected populations in transportation decisionmaking;
D. Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations;
E. Ensure meaningful access to programs and activities by persons with limited English proficiency.

The responsibility for carrying out CMCOG-COATS MPO’s commitment to this program is carried by the CMCOG-COATS MPO Title VI Compliance Officer. The Title VI Compliance Officer is responsible for the day-to-day operations of the Title VI Program and will receive and investigate Title VI complaints, which come through the MPO’s established complaint procedure. All managers, supervisors, and employees of the CMCOG-COATS MPO will share in the responsibility for making the Title VI Program a success.

Additional information concerning the CMCOG-COATS MPO’s Title VI obligations and the full Complaint Procedure and Complaint Forms can be found on the CMCOG-COATS MPO website at www.centralmidlands.org or by calling (803) 744-5133.

_______________________________

Benjamin J. Mauldin, Executive Director, Central Midlands Council of Governments

Adopted [date] _______________________________
Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: August 24, 2017

SUBJECT: DBE Plan Update

REQUESTED ACTION
The Central Midlands Council of Governments’ staff requests approval to adopt the CMCOG/COATS DBE Plan. Please be advised that the complete plan is available on our website.

PROGRAM DESCRIPTION
CMCOG has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR, Part 26. CMCOG receives federal financial assistance from the USDOT, and as a condition of receiving this assistance, CMCOG will sign an assurance that it will comply with 49 CFR, part 26.

It is the policy of CMCOG to ensure that all businesses have an equal opportunity to receive and participate in USDOT assisted contracts. It is also CMCOG’s policy:

1. To ensure nondiscrimination in the award and administration of USDOT assisted contracts;
2. To create a level playing field on which DBEs and small businesses can compete fairly for USDOT assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR, part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs and small businesses in USDOT assisted contracts; and
6. To assist the development of firms that can compete successfully in the market place outside the DBE Program.

CMCOG will present this policy statement to the CMCOG’s Board of Directors and all components of the organization. CMCOG will published and distributed notice of this document and the DBE goal in general circulation publications and on the CMCOG website.

ATTACHMENT
Draft DBE Plan (w/o Appendixes)
DEFINITIONS OF TERMS (SECTION §26.5)........................................................................................................2
INTRODUCTION ..................................................................................................................................................2
PURPOSE .......................................................................................................................................................2
APPLICABILITY (SECTION §26.3)......................................................................................................................2
FEDERAL FINANCIAL ASSISTANCE AGREEMENT ASSURANCE (SECTION §26.13).........................3
CONTRACT ASSURANCE (SECTION §26.13(B)) ............................................................................................4
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POLICY STATEMENT

CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS
DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

CMCOG has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR, Part 26. CMCOG receives federal financial assistance from the USDOT, and as a condition of receiving this assistance, CMCOG has signed an assurance that it will comply with 49 CFR, part 26.

It is the policy of CMCOG to ensure that all businesses have an equal opportunity to receive and participate in USDOT assisted contracts. It is also CMCOG's policy:

1. To ensure nondiscrimination in the award and administration of USDOT assisted contracts;
2. To create a level playing field on which DBEs and small businesses can compete fairly for USDOT assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR, part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs and small businesses in USDOT assisted contracts; and
6. To assist the development of firms that can compete successfully in the market place outside the DBE Program.

CMCOG has designated the Transportation Director, as the CMCOG DBE Liaison Officer (DBELO). In that capacity, the DBELO is responsible for implementing all aspects of the DBE program. Other CMCOG staff will assist the DBELO, as needed, with DBE requirements and compliance. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by CMCOG in its financial assistance agreements with the USDOT.

CMCOG will ensure that this policy statement will be disseminated to the CMCOG Board of Directors, department heads, and all of the components of the organization. CMCOG will distribute this statement by mail and/or email to DBE and non-DBE business communities that work for CMCOG on USDOT assisted contracts, and by posting it on the CMCOG website.

Benjamin J. Mauldin, Executive Director

Date
DEFINITIONS OF TERMS (SECTION §26.5)

Central Midlands Council of Governments will adopt the definitions contained in Section 26.5 of Part 26 for this program.

INTRODUCTION

The Central Midlands Council of Governments (CMCOG) recognizes its responsibility to ensure that Disadvantaged Business Enterprise (DBE) firms have equal opportunity to participate in the performance of USDOT assisted contracts administered by CMCOG. As part of our continued effort to fulfill this responsibility, CMCOG has revised the DBE Program Plan to reflect the requirements and guidance contained in title 49 Code of Federal Regulations Part 26.

Significant changes in the Plan will be submitted to the local FHWA and FTA offices for approval.

PURPOSE

The purpose for the DBE Program Plan is to provide guidance for CMCOG personnel in implementing 49 CFR Part 26 and provide DBEs and other contractor’s information on their responsibilities on USDOT assisted contracts and CMCOG’s implementing procedures. It assures USDOT that CMCOG will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award or performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex or national origin.

In administering the DBE program, CMCOG will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the program with respect to individuals of a particular race, color, sex, or national origin.

APPLICABILITY (SECTION §26.3)

America's Surface Transportation Act (FAST Act), Sec. 1109, Surface Transportation Block Grant Program.

The Program's requirements also apply to USDOT-funded non-construction programs including:

- Professional Service Agreements (training, computer, etc.)
- Architectural/Engineering Contracts

CMCOG will develop, an annual DBE participation goal using the methodology established in this DBE Plan. The goal will be provided by CMCOG to the appropriate USDOT administration.

In accordance with 49 CFR 26.49, transit vehicle manufacturers, as a condition of being authorized to bid on FTA-assisted transit vehicle procurements, will also be required to establish and submit for FTA's approval an overall DBE percentage goal.

Sub-recipients who receive USDOT (FTA and FAA) funds through CMCOG as noted above and award more than $250,000 in prime contracts in a fiscal year are required to comply with the provisions of 49 CFR Part 26 and develop their own DBE Program Plan, or adopt and utilize the CMCOG DBE Program Plan.

Additionally, agreements between CMCOG and all sub-recipients will contain assurances that sub-recipients will not discriminate on the basis of race, color, national origin, sex, age, disability/handicap, and income status in the performance of this contract as well as language that obligates sub-recipients to develop, and implement, their own DBE Plan or to adopt, and implement, the provisions of the CMCOG DBE Program.

**FEDERAL FINANCIAL ASSISTANCE AGREEMENT ASSURANCE (SECTION §26.13)**

CMCOG has signed the following assurance, applicable to all USDOT assisted contracts and their administration. Agreements with subrecipients will also include this assurance:

*The Central Midlands Council of Governments shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. CMCOG's DBE Program, as required by 49 CFR 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to CMCOG of its failure to carry out its approved program, the USDOT may impose sanctions as provided for under Part 26 and may,*
in appropriate cases, refer the matter for enforcement under 18 USC 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 USC 3801 et seq.).

CMCOG will not intimidate, threaten, coerce, or discriminate against any individual or firm for any reason.

**CONTRACT ASSURANCE (SECTION §26.13(B))**

CMCOG will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

> The contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

**NONDISCRIMINATION. (SECTION §26.7)**

CMCOG will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR, part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, CMCOG will not directly or through contractual or other arrangements use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

**RECORD KEEPING (Section §26.11(d))**

The CMCOG will require prime contractors to maintain records and documents of payments to DBEs for three (3) years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of the CMCOG or FTA. This reporting requirement also extends to any certified DBE subcontractor.

The CMCOG will perform interim audits of contract payments to DBEs. The audit will review payments to DBE sub-contractors to ensure that the actual amount paid to DBE sub-contractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.
The CMCOG will keep a running tally of actual payments to DBE firms for work committed to them at the time of the contract award. The CMCOG will perform interim reviews of contract payments to DBEs and will monitor payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

**NONCOMPLIANCE COMPLAINTS (SECTION §26.103)**

Any person who believes that CMCOG or its subrecipient has failed to comply with the obligations of 49 CFR Part 26 may file a written complaint with the either the Federal Transit and/or Highway Administrations (FTA/FHWA) Office of Civil Rights in Washington, D. C. The written complaint must be filed within 180 days after the occurrence of the alleged violation or the date on which the person learned of an ongoing violation. The person may also request an extension of time to file beyond the 180 days by stating a reason in the interest of justice for so doing.

**DBE PROGRAM UPDATES (SECTION §26.21)**

Since CMCOG has received a grant of $250,000 or more in FTA planning, capital, and/or operating assistance, in a federal fiscal year, we will continue to carry out this program until all funds from USDOT financial assistance have been expended. CMCOG will provide to USDOT updates representing significant changes in the program.

**DBE LIAISON OFFICER (DBELO) (SECTION §26.25)**

DBE program objectives are implemented and monitored by Transportation Director who is designated as the DBE Liaison Officer with overall responsibility for the program. The following individual has been designated as the DBE Liaison Officer:

Reginald Simmons  
Central Midlands Council of Governments  
236 Stoneridge Drive  
Columbia, SC 29210  
(803) 376-5390 Phone  
(803) 376-5394 Fax  
rsimmons@centralmidlands.org

While the Transportation Director reports to the Executive Director, he/she has direct independent access to the Executive Director concerning DBE program matters as reflected on the organizational chart. Duties and responsibilities include:
The DBELO is responsible for developing, implementing, and monitoring CMCOG’s DBE program in coordination with other appropriate officials. Duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by USDOT.
2. Reviews third party contracts utilizing Federal USDOT funds for compliance with this program.
3. Works with all departments using Federal USDOT funds to set overall annual goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.
6. Analyzes CMCOG’s progress toward goal attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the Executive Director/CMCOG’s Board of Directors on DBE matters and achievement.
9. Participates with the legal counsel and project director to determine contractor compliance with “good faith efforts.”
10. Provides DBEs with information and assistance in preparing bids.
11. Attends national and state DBE training seminars.
12. Provides outreach to DBEs and community organizations to advise them of opportunities.
13. Reviews directories of certified DBEs compiled by local agencies.

**DBE FINANCIAL INSTITUTIONS (SECTION §26.27)**

It is the policy of the CMCOG to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime consultants on DOT-assisted contracts to make use of these institutions. These institutions can be identified in the U.S. Department of Treasury, Financial Management Services Division, Minority Bank Deposit Program. The availability of such institutions can be obtained at the U.S. Department of Treasury website: [http://www.fms.treas.gov/mbdp](http://www.fms.treas.gov/mbdp).

The CMCOG re-evaluates the availability of DBE financial institutions every 18 months.

**PROMPT PAYMENT AND RETAINAGE (Section §26.29 (a)(b))**

**Prompt Payment: 26.29(a)**

The CMCOG ensures that the following clause is placed in every DOT-assisted contract and subcontract:

*The prime consultant or subgrantee agrees to pay each subconsultant under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime consultant or subgrantee receives from the CMCOG. The prime consultant or subgrantee agrees further to return retainage payments to each subconsultant within 30 days after the subconsultant's work is satisfactorily completed. Any delay or postponement of payment...*
from the above referenced time frame may occur only for good cause following written approval of the CMCOG. This clause applies to both DBE and non-DBE subconsultants.

Retainage: 26.29(b)

The CMCOG ensures that the following clause is placed in every DOT-assisted contract and subcontract:

The prime consultant agrees to return retainage payments to each subconsultant within 30 days after the subconsultants work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the CMCOG. This clause applies to both DBE and non-DBE subconsultants.

Satisfactory Completion (§26.29(c))

For purposes of this section, a subcontractor's work is determined to be satisfactorily completed when all the tasks called for in the subcontract have been accomplished and documented as required by the recipient. When a recipient has made an incremental acceptance of a portion of a prime contract, the work of a subcontractor covered by that acceptance is deemed to be satisfactorily completed.

Monitoring and Enforcement Mechanisms (Section §26.29(d))

The CMCOG has established the following to monitor and enforce that prompt payment and return of retainage is in fact occurring:

1. Requiring prime contractors (in sub-contracts in excess of $10,000), to provide subcontractors with all contract provisions, including the prompt payment provision. This will ensure that the subcontractors are knowledgeable of the prompt payment requirement.
2. Because the contract requires prompt payment by the prime contractor to the subcontractor, the subcontractor is entitled to prompt payment. Because subcontractors will be aware of this right, and it is in their greatest financial interest to assure that this right is respected, we believe it is reasonable to expect that subcontractors not receiving prompt payment will contact the CMCOG.
3. If the CMCOG is contacted by a subcontractor regarding possible violation of the prompt payment clause by the prime contractor we will make inquiries to the prime contractor.

Any delay or postponement of payment from the above referenced period may occur only for good cause following written approval from the CMCOG. This language applies to both DBE and non-DBE subcontracts. Failure to satisfy prompt payment to subcontractors no later than thirty (30) calendar days from the receipt of payment from the CMCOG may constitute a breach of contract and may result in termination of the Contractor for default or such other remedy the CMCOG may deem appropriate.
DBE DIRECTORY (SECTION §26.31)

The South Carolina Department of Transportation maintains a directory identifying all firms eligible to participate as DBEs. The directory lists the firm’s name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE. SCDOT revises the Directory monthly. The Directory may be found at the following link:

http://www.scdot.org/doing/businessdevelop_scunified.aspx

OVER-CONCENTRATION (SECTION §26.33)

CMCOG has not identified any areas of over-concentration. CMCOG will continue to monitor DBE participation and usage, and will take appropriate actions to address any identified over-concentrations.

BUSINESS DEVELOPMENT PROGRAMS (SECTION §26.35)

CMCOG will not have a business development or mentor – protégé program.

FOSTERING SMALL BUSINESS PARTICIPATION (SECTION §26.39)

The CMCOG has incorporated this nondiscriminatory element in its DBE program in order to facilitate participation by small businesses concerns in CMCOG projects. Under this element of the DBE program, CMCOG will consider all actions and will avoid unnecessary and unjustified bundling of contract requirements that preclude small business participation in procurements as contractors.

Small Business Administration defines a small business concern as one that is independently owned and operated, is organized for profit, and is not dominant in its field of operation, as defined pursuant to section 3 of the Small Business Act and Small Business Administration regulations implementing it (13 CFR part 121) that also does not exceed the cap on average annual gross receipts specified in §26.65(b). “Bundling of contract requirements” means consolidating two or more procurement requirements for goods or services previously provided or performed under separate smaller contracts into a solicitation of offers for a single contract that is likely to be unsuitable for award to a small-business concern due to the following:

1. Diversity, size, or specialized nature of the elements of the performance specified;
2. Aggregate dollar value of the anticipated award;
3. Geographical dispersion of the contract performance sites; or
4. Any combination of the factors described above.
On prime contracts not having DBE contract goals, the CMCOG will require the prime contractor to provide subcontracting opportunities of a size that small businesses, including DBEs, can reasonably perform. In addition, the CMCOG will ensure that a reasonable number of prime contracts are of a size that small businesses, including DBEs, can reasonably perform.

The CMCOG will accomplish its DBE contract goals by doing the following:

1. Helping small businesses to better understand the CMCOG’s contracting and procurement opportunities;
2. Continuing to identify and utilize small business firms that provide goods and services purchased by the CMCOG;
3. Encouraging small businesses, including those owned by minority and women, to pursue relevant certifications including M/W and UCP DBE certification; and
4. Hosting and participating in workshops, business development meetings and other events intended to enhance procurement opportunities for small businesses.

The CMCOG will implement the small business program within nine months of FTA approval of its DBE program. The CMCOG will verify business size through the DBE directory of South Carolina’s UCP, maintained by SCDOT.

The CMCOG will require prime contractors to identify small business subcontracts on large procurement as part of its small business element strategy.

QUOTAS (SECTION §26.43)

CMCOG does not use quotas in any way in the administration of this DBE program.

OVERALL GOALS (SECTION §26.45)

Amount of Goal

CMCOG has established an overall goal of 16 percent for DBE participation in USDOT assisted contracts. The goal is based upon evidence of the availability of ready, willing, and able DBEs relative to all businesses ready, willing, and available to participate on USDOT assisted contracts. The goal reflects the level of DBE participation anticipated, absent the effects of discrimination.

Method (Attachment 4)

In accordance with §26.45, CMCOG has employed a two–step process to calculate its DBE program goal. Step 1 involves determining a “base figure” for the relative availability of DBEs in the area. The base
A figure is a percentage calculated as the ratio of available and potentially eligible DBEs to all available firms.

The data sources used to derive available DBEs and “all available” firms was as follows:

1. “Available DBEs” is derived from the total number of certified DBEs in the SCDOT DBE directory with the North American Industry Classification (NAICS) of 54169, 23731, & 54111 whose work type was listed as Other Scientific & Technical Consulting Services, Highway, Street & Bridge Construction, and Office of Lawyers for the State of South Carolina. The 2015 DBE program limited the search to these fields based on the types of contracts anticipated for the upcoming year.

2. “All available” firms is derived from the total number of firms with the NAICS of 54169, 23731, & 54111 found in Census Bureau’s County Business Patterns (CBP) for the State of South Carolina.

3. “Potentially eligible” DBEs were determined based upon the CBP and the SCDOT Disadvantaged/Minority and Women’s Business Enterprise Directory. Listed firms’ functions were evaluated to determine their eligibility to bid for proposed contracts (as listed above), and the resulting list was checked to ensure that no firms listed in the certified DBE list was repeated.

The method identified above resulted in a weighted base percent. Documentation of the process is included in Attachment 4. The second step involved examining available evidence to determine what adjustment, if any, was needed to the base figure in order to arrive at the overall goal that reflects as accurately as possible the DBE participation CMCOG would expect in the absence of discrimination. To determine what types of adjustments, if any, were needed to the base figure, one additional source of evidence was examined:

CMCOG examined the percentage of contract award amounts paid to DBE contractors and determined the historical median, in accordance with 49 CFR Part 26. (Attachment 4).

To calculate the CMCOG DBE goal, the relative availability of firms was averaged with the historical median of contract award amounts that were paid to DBE contractors thus utilizing the average of the two measures.

**Reporting Process**

CMCOG submits its overall goal to USDOT on August 1 every 3 years in 2016, 2019, 2022, 2025, etc... Before establishing the overall goal, CMCOG will consult with women, minority, DBE, non-DBE business communities and organizations as well as general consultant groups to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and CMCOG’s efforts to establish a level playing field for the participation of DBEs. A public meeting to address these issues, jointly sponsored by CMCOG, and South Carolina Department of Transportation is held on a triennial basis.
Prior to this consultation and approval by CMCOG policy board, CMCOG publishes and distributes a notice of this document and the corresponding DBE goal in general circulation publications, minority publications, and the CMCOG website. Public inspection of the proposed goal and its rationale are available for inspection during normal business hours at CMCOG’s office for 30 days following the date of the notice. Both CMCOG and the USDOT agencies (FTA/FHWA/FAA) will accept comments on the goal for 45 days from the date of the notice.

Normally, CMCOG will issue this notice by June 1 every three years. Comments may be sent to:

Reginald Simmons  
Central Midlands Council of Governments  
236 Stoneridge Drive  
Columbia, SC 29210  
Telephone: (803) 376-5390  
Fax: (803) 376-5394  
E-Mail: rsimmons@centalmidlands.org

or

Civil Rights Officer  
Federal Transit Administration Region IV  
230 Peachtree Street, NW Suite 800  
Atlanta, GA 30303

CMCOG’s overall goal submission to USDOT will include a summary of information and comments received during this public participation process and CMCOG’s responses.

CMCOG will begin using our overall goal on October 1, unless CMCOG has received other instructions from USDOT.

**GOAL SETTING AND ACCOUNTABILITY (SECTION §26.47)**

If the awards and commitments shown on CMCOG’s Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall applicable to that fiscal year, we will:

1. Analyze in detail the reason for the difference between the overall goal and the actual awards/commitments;

2. Establish specific steps and milestones to correct the problems identified in the analysis; and

3. Submit the plan to FTA within 90 days of the end of the affected fiscal year.
TRANSIT VEHICLE MANUFACTURERS GOALS (SECTION §26.49)

CMCOG will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of this section. Alternatively, CMCOG may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the TVM complying with this element of the program.

MEETING OVERALL GOALS/CONTRACT GOALS (SECTION §26.51)

The CMCOG will use contract goals to meet any portion of the overall DBE goal the CMCOG does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the CMCOG’s overall DBE goal that is not projected to be met through the use of race-neutral means.

The CMCOG will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. The size of contract goals will be adapted to the circumstances of each contract (e.g., type and location of work, availability of DBEs to perform the particular type of work).

CMCOG will express a contract goal as a percentage of the total amount of a DOT-assisted contract.

BREAKOUT OF ESTIMATED RACE-NEUTRAL AND RACE-CONSCIOUS PARTICIPATION (SECTION §26.51A-C)

CMCOG will meet the maximum feasible portion of its overall goal by using race-conscious means of facilitating DBE participation. CMCOG uses the following race-conscious means to increase DBE participation by:

- aggressive outreach to potential DBE firms through the use of media advertisements,
- set individual goals on each DOT-assisted contract,
- other outreach events, promotion on the CMCOG website, and;
- business promotions and other events.

CMCOG also assists by making contractor listings available and generally encouraging teaming arrangements in CMCOG contracting.
The breakout of estimated race-neutral and race conscious participation will be:

- Race Neutral – 20%
- Race Conscious – 80%

This section of the program will be updated annually when the goal calculation is updated.

**GOOD FAITH EFFORTS (SECTION §26.53)**

**Award of Contracts with a DBE Contract Goal: §26.53(a)**

In those instances where a contract-specific DBE goal is included in a procurement/solicitation, CMCOG will not award the contract to a bidder who does not either: (1) meet the contract goal with verified, countable DBE participation; or (2) documents it has made adequate good faith efforts to meet the DBE contract goal, even though it was unable to do so. It is the obligation of the bidder to demonstrate it has made sufficient good faith efforts prior to submission of its bid.

**Evaluation of Good Faith Efforts: 26.53(a) & (c)**

The CMCOG’s DBE Liaison Officer, shown below, is responsible for determining whether a bidder/offeror who has not met the contract goal and has documented sufficient good faith efforts to be regarded as responsive.

**DBE Liaison Officer:**
Reginald Simmons  
236 Stoneridge Drive  
Columbia, SC  29210  
Phone: (803) 744-5133

The process used to determine whether good faith efforts have been made by a bidder are as follows:

1. Whether the consultant attended any pre-solicitation or pre-bid meetings that were scheduled by the CMCOG to inform DBEs of consulting and sub-consulting opportunities;
2. Whether the consultant or supplier provided notice in general circulation, trade association, and minority and female focus media concerning the sub-consulting opportunities;
3. Whether the consultant provided written notice to a reasonable number of specific DBEs that their interest in the contract was solicited in sufficient time to allow the DBEs to effectively participate;
4. Whether the consultant followed up the initial solicitation of interest by contacting DBEs to determine with certainty whether the DBEs were interested;
5. Whether the consultant selected portions of the work to be performed by DBEs in order to increase the likelihood of meeting the DBE goal including, where appropriate, segmenting contracts into economically feasible units to facilitate DBE participation;
6. Whether the consultant provided interested DBEs with adequate information about the plans, specifications and requirements of the contract;
7. Whether the consultant negotiated in "good faith" with interested DBEs and not rejecting DBEs as unqualified without sound reasons based on a thorough investigation of their capabilities;
8. Whether the consultant effectively used the services of available minority and female community organizations, minority and female professional groups, local, state and federal minority and female business assistance offices, and other organizations that provide assistance in the recruitment and placement of DBEs.

The CMCOG may, upon written notice to the consultant, meet with its officials to discuss or provide written evidence of "good faith effort" to subcontract and negotiate with DBEs and joint ventures involving DBEs and its ability to achieve the established goal. Failure of a consultant to meet or provide the requested written information at a stipulated time and place, without a demonstration of good cause, shall be cause for rejection.

The CMCOG will ensure that all information is complete and accurate and adequately documents the bidder/offer’s good faith efforts before we commit to the performance of the contract by the bidder/offeror.

**Information to be Submitted: 26.53(b)**

The CMCOG treats bidder/offers’ compliance with good faith efforts' requirements as a matter of responsiveness.

Each solicitation for which a contract goal has been established will require the bidders/offerors to submit the following information:

1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractors commitment and
6. If the contract goal is not met, evidence of good faith efforts.

**Administrative Reconsideration: 26.53(d)**

Within three days of being informed by the CMCOG that it is not responsive because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. Bidder/offerors should make this request in writing to the following Reconsideration Official: Benjamin Mauldin, Executive Director, Central Midlands Council of Governments, 236 Stoneridge Drive, Columbia, SC 29212 Phone 803-376-5390. The Reconsideration Official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.
As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with the reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do so. The CMCOG will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process cannot be administratively appealed to the Department of Transportation.

**Good Faith Efforts when a DBE is Terminated/Replaced on a Contract with Contract Goals: 26.53(f)**

The CMCOG requires that prime contractors not terminate a DBE subcontractor listed on a bid/contract with a DBE contract goal without its prior written consent. Prior written consent will only be provided where there is “good cause” for termination of the DBE firm, as established by Section 26.53(f)(3) of the DBE regulation. Before transmitting to the CMCOG its request to terminate, the prime contractor must give notice in writing to the DBE of its intent to do so. A copy of this notice must be provided to the CMCOG prior to consideration of the request to terminate. The DBE will then have five (5) days to respond and advise CMCOG of why it objects to the proposed termination.

In those instances where “good cause” exists to terminate a DBE’s contract, the CMCOG will require the prime contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. The CMCOG will require the prime contractor to notify the DBE Liaison officer immediately of the DBE’s inability or unwillingness to perform and provide reasonable documentation. In this situation, the CMCOG will require the prime contractor to obtain prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the contractor fails or refuses to comply in the time specified, the CMCOG contracting office will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

**Sample Bid Specification:**

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the CMCOG to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE. A DBE contract goal of ______ percent has been established for this contract. The bidder/offeror shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26, to meet the contract goal for DBE participation in the performance of this contract.
The bidder/offeror will be required to submit the following information:

1) the names and addresses of DBE firms that will participate in the contract;
2) a description of the work that each DBE firm will perform;
3) the dollar amount of the contract of each DBE firm participating;
4) Written documentation of the bidder/offeror’s commitment to use a DBE subcontractor whose participation it submits to meet the contract goal;
5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.

COUNTING DBE PARTICIPATION (SECTION §26.55)

CMCOG will count DBE participation toward overall and contract goals as provided in 49 CFR §26.55.

UNIFIED CERTIFICATION PROGRAMS (SECTION §26.81)

CMCOG is a non-certifying member of the Unified Certification Program (UCP) administered by:

South Carolina Department of Transportation
Office of Business Development and Special Programs
P.O. Box 191
Columbia, SC 29202-0191
803-737-1372
Website: http://www.scdot.org/doing/businessdevelop_scunified.aspx

The South Carolina UCP will meet all of the requirements of 49 CFR Part 26. CMCOG will use and count for DBE credit only those DBE firms certified by the South Carolina UCP.

DE-CERTIFICATION (SECTION §26.87)

The de-certification of firms as DBE’s will be based on UCP standards and will be conducted by the certifying agency listed above.

CERTIFICATION APPEALS (SECTION §26.89)

Any firm or complainant may appeal the decision in a certification matter to the certifying agency listed above.
PROCEDURES FOR CERTIFICATION DECISIONS (SECTION §26.91)

CMCOG will follow the certification processes of Subpart E of Part 26 to determine the eligibility of firms to participate as DBEs in DOT-assisted contracts. A copy of the South Carolina Department of Transportation (SCDOT) UCP certification procedures and/or UCP program is available at:

http://www.scdot.org/doing/businessdevelop_scunified.aspx

Any firm or complainant may appeal SCDOT UCP’s decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation
Office of Civil Rights Certification Appeals Branch
1200 New Jersey Ave. SE
West Building, 7th Floor
Washington, D.C. 20590

We will promptly implement any DOT certification appeal decisions affecting the eligibility of DBEs for our DOT-assisted contracting.

INFORMATION, CONFIDENTIALITY, AND COOPERATION (SECTION §26.109)

We will safeguard from disclose to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law. Notwithstanding any contrary provisions of state or local law, we will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter. Attachment 8 provides a description of the South Carolina Freedom of Information Act.

REPORTING TO USDOT

The CMCOG will report DBE participation as follows:

The CMCOG will report DBE participation on June 1 and December 1 using the “Uniform Report of DBE Awards or Commitments and Payments” form. These reports will reflect payments actually made to DBEs on DOT-assisted contracts.
This page has been intentionally left blank.
DATE: August 17, 2017
TO: CMCOG Board of Directors
FROM: Benjamin J. Mauldin, Executive Director
SUBJECT: Executive Director’s Report

2017 NADO INNOVATION AWARD

Each year, NADO recognizes member organizations that demonstrate innovative approaches to regional economic and community development through our Innovation Awards program. Over 1,500 NADO member projects have been recognized since 1986 for their creative efforts in advancing regional economic development and improved quality of life. The breadth and scope of the winning projects is impressive and far-reaching and illustrates the important role NADO members have in supporting regional development. Previous award-winning projects have showcased innovative efforts in a variety of program areas including business and economic development, community health initiatives, emergency planning, brownfields, sustainability, technology, transportation, workforce development, and many others.

This year, CMCOG received an award for the Central SC Stronger Economies Together (SET) project. In 2016, an eleven county region in South Carolina was awarded a USDA Rural Development technical service and training initiative called Stronger Economies Together (SET). The purpose of this program is to strengthen the capacity of communities in rural areas to work together to develop and implement an economic development blueprint that builds on current and emerging economic strengths in their region. Through this process, partners and other stakeholders collaboratively develop a regional economic development plan based on current and emerging clusters and comparative economic advantages.

Central Midlands Council of Governments (CMCOG), in partnership with three other councils of governments and numerous other governmental, non-governmental, and private sector stakeholders, embraced the SET program as a means for developing synergy and consistency between multiple regional economic development planning processes funded through various federal, state, and local initiatives. All four COGs were already in various stages of updating their regional Comprehensive Economic Development Strategies (CEDS) and saw the SET program as an opportunity to supplement this planning work with some additional partnerships and expertise focused on rural development.

From the beginning of the SET planning process, the project partners wanted to elevate the role of food systems in regional community and economic development planning by focusing on the shared goals of: creating economic opportunity for sustainable agriculture and food related industries; supporting local and regional food value chains and infrastructure; and facilitating community food security and the equitable access to healthy foods among vulnerable populations. As we continued our work and examined all of the economic data, our team also decided to focus on two other important emerging economic clusters that are based on existing regional assets. These clusters include defense and security, and arts, recreation, and tourism. Through the facilitated SET planning exercises were able to identify considerable synergy between these three clusters which resulted in the development of a broad based set of regional goals and objectives that are interrelated and supportive of one another.

Through this process, we have developed a series of innovative economic strategies based on building community capacity, creating multi-sectoral partnerships, and leveraging existing community assets such as our military installations, natural resource base, and park, recreation, and tourism infrastructure. We are confident that our program, project, and policy recommendations, which will be consistent and integrated into multiple planning frameworks (e.g., CEDS, LRTPs, Tourism Plans, etc.) will help us to grow our regional economy and strengthen our community capacity for building long term resilience and sustainability.
LOWER SALUDA RIVER COALITION

One Scenic River – One Goal - Many Partners

A variety of stakeholders have come together to start an enhanced monitoring program for the Lower Saluda Scenic River during the peak recreational season. We want to encourage safe recreational use of the river. We are excited to announce that weekly water quality data will be accessible from www.howsmyscriver.org beginning this summer.

The Lower Saluda River Coalition is made up of river related businesses, environmental groups, local and state government, property owners, industry and other users of the river. Our goal/purpose is to ensure safety of individual recreating on the river and to educate the public on issues related to natural waters. The goal is to more frequent data available to rivers users so they can make informed decisions on when to recreate in the river. The enhanced monitoring program will run from May through September. It involves 8 monitoring locations that will be sampled weekly.

CMCOG serves as the fiscal agent for the Lower Saluda Coalition and help procure the environmental (water) sampling firm that completes the weekly monitoring testing.

Go to the website, Howsmyscriver.org to see the latest weekly sample results taken by the Coalition.

2020 CENSUS LOCAL UPDATE OF CENSUS ADDRESSES OPERATION (LUCA)

What Is LUCA?

The Local Update of Census Addresses Operation (LUCA) is a voluntary decennial census operation. LUCA is the only opportunity prior to the 2020 Census for tribal, state, and local governments (including the District of Columbia and Puerto Rico) to review and update the U.S. Census Bureau’s residential address list for their jurisdiction. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census. The Census Address List Improvement Act of 1994 (Public Law 103-430) authorizes LUCA.

Active, functioning, legal governments are eligible to participate in LUCA, including:

• Federally recognized tribes with a reservation and/or off reservation trust lands

• States

• Counties

• Cities (incorporated places)

• Townships (minor civil divisions)

If your government lacks the resources to participate in LUCA, you can arrange for a higher level of government, such as a county; or an organization, such as a regional planning agency or council of governments, to conduct your address review.

Why Participate in LUCA?

The accuracy and completeness of the address list is critical to the accuracy and completeness of the decennial census. Participating in LUCA can help ensure an accurate census for your community. Although the primary purpose of the decennial census is to apportion seats in the U.S. House of Representatives, census data are used to:
• Distribute federal funds for over 1,000 programs administered by 26 federal agencies to tribal, state, and local governments.

• Provide statistical support for grant applications that fund community and regional development, education, agriculture, energy, and environmental programs, as well as other needed community improvements and enhancements.

• Help your community plan for future needs.

2020 Census LUCA Operation Schedule

**Timeframe Activity**

- **January 2017:** Advance notice mailed to Highest Elected Officials (HEOs), Tribal Chairs (TCs), Governors, and other LUCA contacts.

- **March 2017:** LUCA promotional workshops begin.

- **July 2017:** LUCA invitation and registration materials mailed to HEOs, TCs, and Governors.

- **October 2017:** LUCA training workshops begin.

- **February–April 2018:** Participants review and update the Census Bureau’s address list.

- **February–September 2018:** Census Bureau processes LUCA submissions.

Grant Management Training

Central Midlands Council of Governments and Grant Writing USA will present a two-day grants management workshop at the COG, **October 16-17, 2017**. This class will prepare grant writers to administer government grants and stay in compliance with applicable regulations. This training is recommended for grant recipient organizations across all disciplines is an excellent opportunity for our member governments’ staff to enhance performance in the areas of grant management. To sign up for the class: [http://grantwritingusa.com/grants-training/grant-management-workshops/columbia-south-carolina-october-2017.html](http://grantwritingusa.com/grants-training/grant-management-workshops/columbia-south-carolina-october-2017.html)
## EXECUTIVE COMMITTEE

**Staff Contact:** Ben Mauldin, Executive Director  
**Chairman** — Norman Jackson, Richland County Council  
**Vice-Chairman** — Steve MacDougall, Town of Lexington  
**Immediate Past Chairman** — Roger Gaddy, Town of Winnsboro

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## REGIONAL AGING & DISABILITY ADVISORY COMMITTEE OFFICERS

**Staff Contact:** Cindy Curtis, AAA / ADRC Director

**Chairman** — Julie Ann Dixon, Richland County  
**Vice-Chair** — Ellen Cooper, City of Columbia

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## ENVIRONMENTAL PLANNING ADVISORY COMMITTEE OFFICERS

**Staff Contact:** Gregory Sprouse, Director of Research, Planning and Development

**Chairman** — Shawn Epps, City of Columbia  
**Vice-Chair** — Smokey Davis, Lexington County

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## RURAL TRANSPORTATION PLANNING ADVISORY COMMITTEE

**Staff Contact:** Reginald Simmons, Deputy Executive Director / Transportation Director

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TRANSPORTATION SUBCOMMITTEE

Staff Contact: Reginald Simmons, Deputy Executive Director / Transportation Director

Lexington County
Todd Cullum, Lexington County Council
Erin Long Bergeson, Lexington County Council
Vice-Chair – Steve MacDougall, Mayor of Lexington

Richland County
Joyce Dickerson, Richland County Council
Norman Jackson, Richland County Council
Paul Livingston, Richland County Council

Kershaw County
Russ VanPatten
One (1) open seat

City of Columbia
Chair — Sam Davis, Columbia City Council
VACANT, City of Columbia
Tameika Isaac Devine, Columbia City Council

Lexington Small Towns
Elise Partin, Mayor of Cayce

The Comet
Derrick Huggins, The Comet

Paratransit Representative
Peggy Butler, Community Advocate, West Columbia

OTHER APPOINTMENTS

Staff Contact: Ben Mauldin, Executive Director

♦ CENTRAL SOUTH CAROLINA ALLIANCE
Norman Jackson, CMCOG Chair, Richland County Council
Alternate: Roger Gaddy, Immediate Past CMCOG Chairman, Town of Winnsboro

♦ RIVER ALLIANCE
Norman Jackson, CMCOG Chair, Richland County Council

♦ S.C. ASSOCIATION OF REGIONAL COUNCILS (SCARC) BOARD
Julie Ann Dixon, Richland County
Roger Gaddy, CMCOG Chair, Winnsboro Town Mayor
Norman Jackson, Richland County Council
Memorandum

TO:            CMCOG Board of Directors

DATE:         August 16, 2017

SUBJECT:    Comprehensive Economic Development Strategy (CEDS) Update

The mission of the US Economic Development Administration (EDA) is to lead the federal economic development agenda by promoting innovation and competitiveness and preparing regions for growth and success in the regional economy. EDA accomplishes this goal by making strategic investments that foster job creation and attract private investment with an emphasis on support in economically distressed areas. In order to be eligible for EDA funding, a project must be consistent with the goals and strategies set forth in a Comprehensive Economic Development Strategy (CEDS), which has to be updated every five years. The last CMCOG CEDS was updated and approved by the board in 2012. CMCOG staff is currently partnering with EngenuitySC and a CEDS Strategy Committee composed of representatives who broadly represent the main economic interests of the region, to develop the new five year CEDS plan.

A primary goal of this planning process is to take into account, integrate, and leverage other planning processes in order to reduce duplication and foster inter-agency/organizational collaboration and recognize the economic development work already being done at the regional local level. Examples of related planning efforts being incorporated into the CEDS include the Midlands Regional Competitiveness Report, the Central SC Stronger Economies Together (SET) Initiative, the Fort Jackson JLUS/Sentinel Landscape Initiative, the Lower Richland Tourism Study, as well as other local and regional strategic planning efforts. Per EDA guidelines the CEDS document should contain a summary background of the regional economy, a comprehensive SWOT analysis, goals and objectives, and a performance measurement framework. The SWOT analysis was conducted at the August 8, 2017 CEDS Strategy Committee meeting. The results are included below for review.

CMCOG staff will provide the board with a summary of the SWOT Analysis and ask for any additional input or comments from the board. The draft goals and objectives will be provided for review and comment at the September 28, 2017 board meeting.
Central Midlands Council of Governments
2017-2022 Comprehensive Economic Development Strategy
SWOT Analysis

Strengths

- Natural Resources, Environment and Recreation
  - Abundant recreational resources, including:
    - Broad, Saluda and Congaree Rivers
    - Lake Murray, Lake Monticello, Parr Shoals Reservoir
    - Congaree National Park
    - High-quality local and regional parks, such as Saluda Shoals, 3 Rivers Greenways, Sesquicentennial, Peachtree Rock Heritage Preserve, Harbison State Forest and more
  - Land base supportive of strong agricultural sector, including forestry and forest products
  - Thriving local food culture embraced by the region
  - Relatively flat landscape makes industrial development easier
  - Longest unpolluted urban riverfront

- Arts and Culture
  - Attractive museums and cultural centers throughout the region
    - Columbia
    - Lexington
    - Newberry
    - Blythewood
  - Rapidly-growing arts industry has doubled in economic impact in 5 years
  - Library systems - access is good and improvements represent potential
  - Strong quality-of-life amenities (museums, parks, Riverbanks Zoo, greenways, entertainment
  - districts)
  - Active, involved, diverse faith-based community
  - Cohesive and resilient community spirit with demonstrated willingness to respond to threats and shocks

- Business Environment and Resources
  - Strong anchor institutions providing diverse employment opportunities, including:
    - Large private sector employers in the healthcare, manufacturing, distribution, pharmaceutical, financial and insurance tech sectors
- Federal, state and local government as large employers leading to stable economy
- Higher education
- Multiple military installations
  - Entrepreneurial culture growing in size and visibility
  - Mature clusters in insurance tech & services and agriculture
  - Cost of living is 9% below national average
- Economic Development and Infrastructure
  - Central location to major national markets
    - Location at the intersection of 3 major interstates and near I-85 & I-95
    - Access to all modes of transportation
    - Proximity to other market areas, including Charlotte, Charleston, Greenville, Atlanta
  - Water resources are widely available and accessible, not a limiting factor in growth
  - Mobility
    - Easy to move around the region without gridlock
    - Manageable urban environment
  - Potential to attract a high-quality workforce, given location central to higher-ed institutions across NC and SC
- Education, Demographics and Workforce
  - Youngest, most educated workforce in the state
  - Strong higher education system with focus on the technical colleges and nationally-ranked major research university
  - Resilient community spirit and demonstrated willingness to respond to threats and shocks
  - Stable high school graduation rates (vs. falling in some areas)
  - Some individually strong schools and districts
  - Columbia region has higher number of math & computing workers than any other area of the state
  - Growing Hispanic population and increasing ethnic diversity
  - High per capita income

Weaknesses

- Natural Resources, Environment and Recreation
  - Low awareness of regional recreational offerings
  - Limited monitoring and enforcement of water quality regulations in rivers with high recreational use

Serving Local Governments in South Carolina’s Midlands
236 Stoneridge Drive, Columbia, SC 29210 • (803) 376-5390 • Fax (803) 376-5394 • www.centralmidlands.org
- Limited access to riverfronts
- Perception is that Columbia = heat, bugs and humidity

- **Arts and Culture**
  - Low awareness of cultural/arts offerings
  - Studies prove that there is a perception of exclusivity in arts consumption and exhibition, that it is limited only to high household income earners
  - Relatively few traditional “community champions”
  - Lack of major philanthropic foundations to drive giving

- **Business Environment and Resources**
  - Lack of intergovernmental and intra-regional cooperation
  - Difficult to start-up businesses due to inefficiencies
  - Government attitudes not favorable for high-impact business growth
  - Challenges to the business environment, including:
    - Commercial property taxes too high under Act 388
    - Electricity rates are noncompetitive and growth-limiting
    - Too many business permits required (one in each municipality)
    - Cost of business licensing
  - Tax structure and funding sources
  - Lack of access to capital leads to funding constraints
  - Political fragmentation and perceived lack of publicly visible corporate leadership
  - No startup capital for rural entrepreneurs; very limited capital in urban areas
  - Barriers to entry for new and beginning farmers

- **Economic Development and Infrastructure**
  - Poor roads
  - Political leadership focusing on special projects instead of funding a single vision
  - Limited access to high-speed internet service and technology within the residential and commercial spheres
  - Lack of infrastructure in rural areas (i.e. sewer unavailable in most of Newberry and Fairfield Counties)
  - Inconsistent regional boundaries affects understanding of solutions
  - Lack of an effective regional transit system; often affected by local politics
  - Lack of Class A buildings outside major corridors and downtown
  - Aging infrastructure, including roads, water/sewer and power distribution
  - Lack of planning for growth
  - Waste handling and disposal
Regional water & sewer systems not pursued due to governmental limitations

Continuous need to realign our workforce supply with changing labor demands as our economic clusters grow and change
  ■ Driven by a lack of defined target clusters
High insurance rates for rural areas not covered by fire departments

- Education, Demographics and Workforce
  - Age demographics
    ■ Aging population and workforce - how do we replace high-skilled workers?
    ■ Retention of young adults/graduates
    ■ Particularly impactful in the agricultural sector - age of farmers is increasing
  - Socioeconomic disparity and persistent poverty
  - Inconsistent K-12 educational quality means education is perennially viewed as weak, with some districts bucking the trend
  - Low wages
  - Workforce instability and lack of development for skilled STEM jobs
    ■ Lack of basic math skills, manufacturing skills
    ■ Availability of skilled labor
    ■ Work ethic
    ■ Interest in manufacturing careers
    ■ Lack of apprenticeship programs
    ■ Advanced training for white collar jobs
  - Low quality and access to early childhood care
  - Lack of availability of affordable housing
  - Low unionization rates
  - Limited access to quality healthcare across economic strata
  - Lack of regional engagement and coordination with Limited English Proficiency (LEP) populations
  - Lack of workforce development/training programs and incentives for needed public sector jobs, especially in rural areas (e.g., certified water/wastewater operators, public safety staff, municipal administration workers)

Opportunities

- Natural Resources, Environment and Recreation

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- Development of better central community gathering spaces in rural areas as well as downtown
- Completion of development of the riverfront in the Columbia area
- Broadly market the region's wide variety of outdoor recreational opportunities, including rivers, lakes and parks

- Arts and Culture
  - Enhancement and coordination of regional marketing to enhance a sense of regional pride
  - Promote and connect museums and other arts-focused organizations to the a wider cross-section of the community
  - Quality of life improvements attracting new residents
  - Promotion of diverse cultural activities and groceries

- Business Environment and Resources
  - Policy and program support for agriculture and local food system development
  - Streamlining of licensing and permitting processes for businesses
  - Reduction in property taxes, enabling greater industrial development in Richland County

- Economic Development and Infrastructure
  - Pursuit of midsize company headquarters
  - Manufacturing onshoring surge
  - Greater infill development and improved accessibility/walkability within the downtown areas
  - Maintenance and improvement of existing infrastructure
  - Smart growth principles and livable communities as a means for addressing population growth
  - Resiliency - leveraging location relative to major manufacturers in Greenville and Charleston
  - Improved broadband internet access in rural areas
  - Greater independence from government funding
  - Preparation for increased Asian investment/foreign direct investment and new populations
  - Building roads that meet the needs of growing industries
  - Additional military spending that leads to an increase in investment and capital
  - Increase in transportation/infrastructure spending from roads bill and local options sales taxes

- Education, Demographics and Workforce
  - Retain the talent we're educating locally - particularly USC graduates
  - Development of partnerships between higher ed system and employers to create courses to attract and employ graduates

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Improvement of K-12 educational system

- Improved awareness of regional opportunities among students and parents
- Address gaps in basic student needs
- Increased focus on career counseling, hard and soft skill development and vocational training
- Clear strategy for alignment with business community
- Fostering youth entrepreneurship education and development
- Internship opportunities
- Workforce development opportunities for public sector employment opportunities

**Threats**

**Natural Resources, Environment and Recreation**
- Flooding
- Heat
- Drought
- Lack of shade along major downtown streets and other corridors
- Potential loss of state conservation funding via SC Conservation Banks and federal matching funds
- Impacts of sewer spills and sanitary sewer overflows on the Broad, Saluda, and Congaree Rivers

**Arts and Culture**
- Perception that Columbia’s arts scene is limited compared to Charleston, Charlotte, Atlanta

**Business Environment and Resources**
- Uncompetitive local and state taxes and utility rates
- Healthcare consolidation and lack of competition
- Non-competitive electric rates in Richland and Fairfield Counties
- Inconsistent and challenging tax policies
- Empty and abandoned industrial and commercial/retail buildings around the region

**Economic Development and Infrastructure**
- Governments and economic development are reactionary v. proactive - “What does it cost?” vs. “What do we stand to gain?”
  - Continued belief “if you build it, they will come”
- Poor planning for growth and traffic patterns; traffic congestion and conflicts with land development
- Land use planning that does not protect land for industrial uses
- Loss of new nuclear power plant revenue and jobs
- Poor infrastructure that deters development (water, sewer, cable)
- Not enough adequate housing options
- Land development conflicts
- Federal budget instability
- Losing technology and defense industry to Augusta and Greenville

**Education, Demographics and Workforce**
- VC Summer layoffs
- Aging workforce
- Racial divides that continue to inhibit growth
- Negative perceptions of many regional school systems
- Not enough healthcare options
- State proviso funding for education
- Overpopulation of schools
- Failure to adapt to changing workforce needs