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
      • Dahlis Myers, Richland County Council
      • Jeffrey Salters, Lexington County
      • Scott Whetstone, Lexington County
   5. Invocation

B. Consent Agenda
   1. Approval of the June 28, 2018 Board Meeting Minutes *(Enclosure 1)*
   2. Quarterly 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. 2016 – 2022 TIP Amendment – Section 5310 Projects *(Enclosure 5)*

C. Regular Agenda
   1. 2016 – 2022 TIP Amendment – Section 5307 & 5339 Projects *(Enclosure 6)*
   2. Resolution for Setting Transit Performance Targets *(Enclosure 7)*
   3. Setting MPO Performance Targets for Trucks, Bridges, Pavement, and System Reliability *(Enclosure 8)*
   4. 208 Plan Amendment: Town of Lexington Emergency Holding Pond at Former I-20 Wastewater Treatment Facility and Management Area Map Change *(Enclosure 9)*
   5. 208 Plan Amendment: Carolina Water Service (CWS)- Friarsgate Consolidation and Continued Use of Equalization Basin *(Enclosure 10)*

D. Announcements / Committee or Staff Reports / Correspondences
   1. Executive Director’s Report *(Enclosure 11)*

E. Old/New Business

F. Other Business

G. Adjourn

REMINDER: The next CMCOG Board Meeting will be held on Thursday, September 28, 2018 in the COG Conference Room. Note: Full Agenda packets can be found on the CMCOG website at www.cmgc.org.
BOARD MEMBERS PRESENT:
Charles Appleby, Richland County
John Andoh, The Comet
Erin Long-Bergeson, Lexington County Council
Larry Brigham, Lexington County Council
Susan Brill, Richland County
John Carrigg, Lexington County Council
Ted Creech, City of Columbia
Todd Cullum, Lexington County Council
Sam Davis, City of Columbia Council
Joyce Dickerson, Richland County Council
Douglas Fabel
Olin Gambrell, Lexington County
Dr. Roger Gaddy, Winnsboro Town Mayor
Zebbie Goudelock, City of Newberry
Malcolm Gordge, Blythewood Town Council
John Hardee, SC DOT Commissioner
Tameika Issac-Devine, City of Columbia
Norman Jackson, Chairman, Richland County Council
William Leidinger,
Robert Liming,
Paul Livingston, Richland County Council
Steve MacDougall, Mayor of Lexington
Yvonne McBride, Richland County Council
Walt McLeod, Newberry Co. Legislative Delegation
Dalhi Myers, Richland County Council
Elise Partin, Cayce City Mayor
Shealy Reibold, Richland County
Jeffrey Salters, Lexington County
Charles Simpkins, Lexington County
Bill Waldrop, Newberry County Council

GUESTS PRESENT:
Tevia Brown, SC DOT
Kenny Larimore, SC DOT
Holland Leger, Lexington County Planning
Yolanda Morris, FHWA
Jennifer Necker, SC DOT

STAFF MEMBERS PRESENT:
Roland Bart, Chief Transportation Planner
Guillermo Espinosa, Senior Planner
Jessica Foster, Operations Coordinator
Jason Kent, GIS Manager
Ben Mauldin, Executive Director
Malia Ropel, Finance Director
Andy Simmons, Information Services
Reginald Simmons, Deputy Executive Director
Director/Transportation Director
A. **CALL TO ORDER**

Chairman Norman Jackson called the meeting to order at 12:06 p.m. on June 28, 2018.

1. **Determination of Quorum**

Chairman Jackson acknowledged the presence of a quorum.

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

3. **Introduction of Guests**

Guillermo Espinosa introduced the guests at today's meeting. They are listed on the first page.

4. **Invocation**

Vina Abrams gave the Invocation.

B. **CONSENT AGENDA**

1. Approval of the May 24, 2018 Board Meeting Minutes, *approved*
2. 2016-2022 TIP Amendment Small Urban Funds to CMRTA, *approved*

MOTION, *approved*

Steve MacDougall moved, seconded by Todd Cullum, to approve the consent agenda. The motion was approved unanimously.

C. **Regular Agenda**

C1. **FY2019 Central Midlands COG Budget Report**

Ben Mauldin provided an overview of the budget planning process. The total recommended budget is $13,533,172, which includes pass-through funds. This represents a 17.83% decrease from the prior year budget. He provided highlights of the FY 2018 budget and work program activities.

MOTION, *approved*

Todd Cullum moved, seconded by John Hardee, to approve the FY 2019 Central Midlands COG Budget Report, as presented. The motion was approved unanimously.
C2. **FY 2018 & 2019 Unified Planning Work Program**

Reginald Simmons requested approval to amend the FY 2018 & FY 2019 Unified Planning Work Program to add the FY 2019 PL Funds and five (5) additional planning projects. The UPWP is the planning document developed by the MPO that identifies the transportation planning activities that will occur in the upcoming fiscal years. In the past, the UPWP has been developed on an annual basis, but at the request of FHWA and SCDOT, each MPO and COG is developing a two-year planning document. Though the UPWP is now a two-year planning document, the South Carolina Department of Transportation allocates the PL Funds on an annual basis. Thus for FY 2019, CMCOG has received approximately $1,441,277 in PL Funds and has also identified $698,000 in FTA Section 5307 funds. This allotment of funding will be used to complete existing projects and the following new projects:

- Five Year Short Range Transit Plan, and Comprehensive Operational Analysis - $120,000
- Origin and Destination and Demographic Survey - $50,000
- Central Midlands Regional Express Bus and Park and Ride Lot Study - $120,000
- Performance Measures - $75,000
- Congestion Management Plan - $120,000

Mr. Simmons requested to add this funding and these projects to the FY 2018 & 2019 Unified Planning Work Program.

**MOTION, approved**

Steve MacDougall moved, seconded by John Hardee, to approve the FY 2018 & 2019 Unified Planning Work Program. The motion was approved unanimously.

C3. **FY 2018 & 2019 Rural Planning Work Program**

Reginald Simmons requested approval to amend the FY 2018 & FY 2019 Rural Planning Work Program (RPWP) to add the FY 2019 Rural PL Funds and two (2) additional planning projects. The RPWP is the planning document developed by the COG that identifies the transportation planning activities that will occur in the upcoming fiscal years. In the past, the RPWP has been developed on an annual basis, but at the request of SCDOT, each COG is developing a two-year planning document. Though the RPWP is now a two-year planning document, the South Carolina Department of Transportation allocates the Rural PL Funds on an annual basis. Thus for FY 2019, CMCOG has received approximately $85,000 in Rural PL Funds and has also identified $198,000 in FTA Section 5307 funds. This allotment of funding will be used to complete existing projects and the following new projects:

- Performance Measures - $5,000
- Congestion Management Plan - $5,000

Mr. Simmons requested to add this funding and these projects to the FY 2018 & 2019 Rural Planning Work Program.
MOTION, approved

Bill Waldrop moved, seconded by Smokey Davis, to approve the FY 2018 & 2019 Rural Planning Work Program. The motion was approved unanimously.

C4. 2016-2022 TIP Amendment- FY 2018 Transportation Alternatives Program

Reginald Simmons requested approval to amend the 2016-2022 TIP to accept three (3) projects to the FY 2018 COATS MPO Transportation Alternatives Program (TAP). On April 11th, CMCOG receive a total of five (5) transportation alternatives projects. These projects had to meet the federal requirements and the SCDOT focus areas in order to receive funding. Each project was evaluated through the transportation alternatives process in coordination with SCDOT. Though the evaluation process, SCDOT determined that two of the projects did not meet the eligibility to received federal transportation funds. Thus, staff accepted only three (3) projects for inclusion into the 2016-2022 TIP as part of the FY 2018 COATS MPO TAP Program. Those projects included:

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Project</th>
<th>Project Cost</th>
<th>Local Match</th>
<th>Federal Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kershaw County</td>
<td>Wildwood Lane Improvements 2018</td>
<td>$ 240,000.00</td>
<td>$ 50,000.00</td>
<td>$ 180,000.00</td>
</tr>
<tr>
<td>West Columbia</td>
<td>Meeting St. &amp; State St. Area Improve</td>
<td>$ 275,467.50</td>
<td>$ 95,467.50</td>
<td>$ 180,000.00</td>
</tr>
<tr>
<td>City of Cayce</td>
<td>Julius Felder Sidewalk Phase III</td>
<td>$ 196,176.00</td>
<td>$ 39,235.00</td>
<td>$ 156,941.00</td>
</tr>
</tbody>
</table>

| Totals             | $711,643.50                        | $194,702.50   | $516,941.00  |
| Total Funds Requested | $ 516,941.00                       |               |             |
| FY 2018 Available Funding | $ 883,634.00                      |               |             |
| Surplus / (Shortage)| $ 366,693.00                       |               |             |

There was a brief discussion.

MOTION, approved

Robert Liming moved, seconded by Charles Appleby, to approve the 2016-2022 TIP Amendment- FY 2018 Transportation Alternatives Program. The motion was approved unanimously.

C5. 2016-2022 TIP Amendment-Section 5310 Projects

Reginald Simmons requested approval to add six (6) Section 5310 Projects to the 2016-2022 TIP and the Human Services Coordination Plan. CMCOG is the designated recipient for the Section 5310 Program. The goal of the program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services. The grant funds can be used for several functions which includes capital needs, mobility management and operating expenses.

In the past year, CMCOG has solicited two separate calls for projects. On March 13th, CMCOG released the first call for projects for the FFY 2016 funding cycle. CMCOG received two (2) applications that requested a total of
two (2) vehicles. On May 23, CMCOG released the second call for projects for the FFY 2016 funding cycle. CMCOG received three (3) applications that requested a total of one (1) vehicle, routing and scheduling software, and mobility management. All five projects were determine to be eligible to receive federal funds. With the inclusion of project administration, the following allocations were made:

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
<th>Federal</th>
<th>Local</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mental Illness Recovery Center</td>
<td>$44,955</td>
<td>$35,964</td>
<td>$8,991</td>
</tr>
<tr>
<td>Senior Resources</td>
<td>$50,000</td>
<td>$40,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>Babcock Center</td>
<td>$31,000</td>
<td>$24,800</td>
<td>$6,200</td>
</tr>
<tr>
<td>Senior Resources</td>
<td>$117,946</td>
<td>$94,357</td>
<td>$23,589</td>
</tr>
<tr>
<td>CMRTA</td>
<td>$263,884</td>
<td>$211,107</td>
<td>$52,777</td>
</tr>
<tr>
<td>CMCOG Administration</td>
<td>$8,290</td>
<td>$8,290</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>$516,075</td>
<td>$414,518</td>
<td>$101,557</td>
</tr>
</tbody>
</table>

**MOTION, approved**

John Andoh moved, seconded by Paul Livingston, to approve the 2016-2022 TIP Amendment-Section 5310 Projects. The motion was approved unanimously.

**C6. Letter to transfer Section 5339 Funds to CMRTA**

Reginald Simmons requested approval to transfer the FY 2017 & FY 2018 Section 5339 apportionments to CMRTA. 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. These federal programs include FTA Sections 5310, 5307, 5339.

The Section 5339 Grant Program provides funding to replace, rehab, and purchase bus and bus related facilities. In FY 2017, CMCOG received a total of $425,653. In FY 2018, CMCOG received a total of $623,576. Under the FAST Act, CMCOG can make these funds available to the public transit provider, which is the CMRTA. And as a direct recipient, CMRTA can submit their applications directly to FTA with the understanding that they are required to provide the 20% local match.

**MOTION, approved**

John Andoh moved, seconded by Sam Davis, to approve the transfer of Section 5339 funds to CMRTA. The motion was approved unanimously.

**D. Announcements/Committee or Staff Reports/Correspondences**

**D1. Executive Directors Report**

Ben Mauldin gave the following report:

- The Town of Whitmire was awarded a $633, 907 grant for the Church Street Water Upgrade. They will be replacing the existing 4 inch water line with a 6 inch water line.
• Application request for the CDBG Fall Funding cycle is due August 17, 2018 and full applications are due by 5:00 pm on September 17, 2018.
• CMCOG will be hosting a Grants Writing USA Class here at the COG. This is a 2 day grant workshop. The workshop will be held July 16-17, 2018.
• Cindy Curtis the AAA Director retired recently along with Carol Boykin the I,R & A Specialist.
• Currently we are in the process of hiring a new AAA/ADRC Director. Reginald Simmons is the Interim AAA/ADRC Director with the assistance of Sheila Bell-Ford our SHIP Coordinator.
• Candice Holloway is the new Family Caregiver Advocate. She has replaced Becky Massingale who decided to pursue other opportunities.
• Latoya Fisher will be taking over for Carol Boykin upon her retirement. Ms. Fisher comes to us from the Midlands Workforce Program.

E. OLD / NEW BUSINESS

No old/new business was brought forth.

F. OTHER BUSINESS

No other business was brought forth.

G. ADJOURN

There being no further business, the meeting adjourned at approximately 1:04 p.m.

The Board of Directors of the Central Midlands Council of Governments approved these minutes at its August 23, 2018 meeting.

_________________________________________  _______________________________________
Benjamin J. Mauldin, Secretary-Treasurer      Norman Jackson, Chairperson
### Central Midlands Council of Governments

**Unaudited Financial Statement**

**July 1, 2017 through June 30, 2018**

**Revenue**

<table>
<thead>
<tr>
<th>Approved Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local Revenue</strong></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>
</tr>
<tr>
<td>State Aid</td>
<td>70,407</td>
<td>70,407</td>
<td>70,407.00</td>
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<tr>
<td>Interest Income</td>
<td>25</td>
<td>25</td>
<td>194.38</td>
</tr>
<tr>
<td>Sale of Data &amp; Publications</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
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<tr>
<td>WorkKeys</td>
<td>25,000</td>
<td>25,000</td>
<td>13,973.50</td>
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<tr>
<td>208 Conformance Reviews</td>
<td>10,000</td>
<td>10,000</td>
<td>20,506.95</td>
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<tr>
<td>Sticcare - COC</td>
<td>0</td>
<td>0</td>
<td>100.00</td>
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<tr>
<td>SCAPA Training Revenue</td>
<td>1,500</td>
<td>1,500</td>
<td>500.00</td>
</tr>
<tr>
<td>Local Revenue-Aging</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Local Revenue-Transportation</td>
<td>816,400</td>
<td>816,400</td>
<td>500.00</td>
</tr>
<tr>
<td>Local Revenue-Other</td>
<td>0</td>
<td>0</td>
<td>100.00</td>
</tr>
<tr>
<td>Fringe Recovery</td>
<td>871,603</td>
<td>886,742</td>
<td>716,287.56</td>
</tr>
<tr>
<td>Indirect Cost Recovery</td>
<td>373,754</td>
<td>498,240</td>
<td>416,488.00</td>
</tr>
<tr>
<td><strong>Total Local Revenue</strong></td>
<td>2,713,391</td>
<td>2,853,616</td>
<td>1,763,819.97</td>
</tr>
</tbody>
</table>

**Regional Programs**

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aging Planning &amp; Administration</td>
<td>759,452</td>
<td>848,695</td>
<td>645,785.00</td>
</tr>
<tr>
<td>Ombudsmen Program</td>
<td>273,871</td>
<td>320,678</td>
<td>315,466.73</td>
</tr>
<tr>
<td>Midlands Workforce Development Board</td>
<td>1,072,501</td>
<td>1,069,763</td>
<td>1,134,091.22</td>
</tr>
<tr>
<td>Transportation</td>
<td>4,658,630</td>
<td>4,694,280</td>
<td>725,690.12</td>
</tr>
<tr>
<td>EPA 208 Planning</td>
<td>13,500</td>
<td>13,500</td>
<td>12,170.00</td>
</tr>
<tr>
<td>Joint Land Use Planning</td>
<td>60,300</td>
<td>60,300</td>
<td>23,958.91</td>
</tr>
<tr>
<td>Economic Development Administration</td>
<td>67,565</td>
<td>67,565</td>
<td>78,528.00</td>
</tr>
<tr>
<td>Economic Development Administration (TA)</td>
<td>14,000</td>
<td>14,000</td>
<td>0.00</td>
</tr>
<tr>
<td>Comm Development Block Grant-Planning</td>
<td>50,000</td>
<td>50,000</td>
<td>50,000.00</td>
</tr>
<tr>
<td>Special ACE Project</td>
<td>0</td>
<td>0</td>
<td>3,797.78</td>
</tr>
<tr>
<td><strong>Total Regional Programs</strong></td>
<td>6,968,639</td>
<td>7,138,752</td>
<td>2,990,477.76</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Development Block Grant Admin</td>
<td>11,678</td>
<td>11,678</td>
<td>2,123.00</td>
</tr>
<tr>
<td>Local Technical Assistance Contracts</td>
<td>17,500</td>
<td>17,500</td>
<td>11,625.00</td>
</tr>
<tr>
<td>Transfer From Other Program Areas-Matching, Other</td>
<td>473,782</td>
<td>470,993</td>
<td>281,918.90</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>10,185,780</td>
<td>10,492,639</td>
<td>5,049,984.83</td>
</tr>
</tbody>
</table>

**Contracted Services Revenue**

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aging</td>
<td>3,365,062</td>
<td>3,365,062</td>
<td>3,504,043.73</td>
</tr>
<tr>
<td>MWDB Contractors</td>
<td>2,912,154</td>
<td>2,512,154</td>
<td>2,209,458.55</td>
</tr>
<tr>
<td><strong>Total Contracted Services Revenue</strong></td>
<td>5,977,216</td>
<td>5,977,216</td>
<td>5,712,502.28</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Revenue</strong></td>
<td>16,163,066</td>
<td>16,469,765</td>
<td>10,762,486.91</td>
</tr>
</tbody>
</table>

**Expenses**

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Costs</td>
<td>2,552,855</td>
<td>2,638,455</td>
<td>2,274,737.60</td>
</tr>
<tr>
<td>Fringe &amp; Indirect Cost Allocation</td>
<td>1,245,357</td>
<td>1,384,882</td>
<td>1,132,735.56</td>
</tr>
<tr>
<td>Operations and Maintenance</td>
<td>644,661</td>
<td>663,566</td>
<td>787,015.25</td>
</tr>
<tr>
<td>Employee Development &amp; Training</td>
<td>42,750</td>
<td>48,750</td>
<td>29,612.59</td>
</tr>
<tr>
<td>Travel &amp; Transportation</td>
<td>112,797</td>
<td>117,614</td>
<td>69,085.54</td>
</tr>
<tr>
<td>Consultants &amp; Contracts</td>
<td>655,876</td>
<td>693,946</td>
<td>255,059.08</td>
</tr>
<tr>
<td>Local Government Training</td>
<td>900</td>
<td>900</td>
<td>428.70</td>
</tr>
<tr>
<td>Capital Outlays</td>
<td>25,000</td>
<td>25,000</td>
<td>5,586.21</td>
</tr>
<tr>
<td>CMRTA-Mobility Manager, Travel Trainer, Hot to Ride</td>
<td>202,500</td>
<td>202,500</td>
<td>26,236.00</td>
</tr>
<tr>
<td>FTA/FHWA Projects</td>
<td>3,867,500</td>
<td>3,867,500</td>
<td>0.00</td>
</tr>
<tr>
<td>Midlands Ride Share</td>
<td>12,000</td>
<td>12,000</td>
<td>0.00</td>
</tr>
<tr>
<td>Senior Resources (Vehicle Operations) FTA 5310</td>
<td>473,782</td>
<td>470,993</td>
<td>281,918.90</td>
</tr>
<tr>
<td>Transfer To Other Program Areas-Matching, Other</td>
<td>0</td>
<td>0</td>
<td>9,237.00</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>9,876,460</td>
<td>10,183,286</td>
<td>4,851,872.43</td>
</tr>
</tbody>
</table>

**Contracted Services Expenses**

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation/Transit Contractor</td>
<td>300,000</td>
<td>300,000</td>
<td>0.00</td>
</tr>
<tr>
<td>Aging</td>
<td>3,374,395</td>
<td>3,374,395</td>
<td>3,504,043.73</td>
</tr>
<tr>
<td>Midlands Workforce Development Board (WIA)</td>
<td>2,812,154</td>
<td>2,812,154</td>
<td>2,209,748.55</td>
</tr>
<tr>
<td><strong>Total Contracted Services Expenses</strong></td>
<td>6,286,549</td>
<td>6,286,549</td>
<td>5,713,782.28</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
<th>Y-T-D</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Expenses</strong></td>
<td>16,163,069</td>
<td>16,469,755</td>
<td>10,585,484.71</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approve Budget</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue Over/(Under) Expenses</strong></td>
<td>(3)</td>
</tr>
</tbody>
</table>
Reginald Simmons  
Deputy Executive Director/Transportation Director  
Central Midlands Council of Governments  
236 Stoneridge Drive  
Columbia, SC 29210  

May 14, 2018  

Dear Mr. Simmons,  

The Central Midlands Regional Transit Authority (The COMET) is submitting this funding request to the Central Midlands Council of Governments (CMCOG) for the following planning related projects to support the short range transit planning activities:  

- Five Year Short Range Transit Plan and Comprehensive Operational Analysis - $120,000  
  - This SRTP will also include an analysis regarding transportation to food deserts in the service area.  
- Origin and Destination and Demographic Survey - $50,000  
- Central Midlands Regional Express Bus and Park and Ride Lot Study - $120,000  

These planning projects would be done in collaboration with CMCOG staff and provide great benefit to The COMET. The COMET is prepared to provide the necessary local match of either cash or in-kind staff time to support the delivery of these projects and I would request consideration that these projects are included as a revision to the Unified Planning Work Program (UPWP).  

Attached to this letter is a short description of each of the projects listed above.  

Should you have any questions regarding this letter, please contact me at (803) 255-7087 or email me at john.andoh@catchthecomet.org.  

Sincerely,  

John Andoh  
Executive Director/CEO  

cc:  
Sam Scheib, Director of Planning and Development  
Rosalyn Andrews, Director of Finance/Chief Financial Officer  
Michelle Ransom, Grants and Procurement Administrator  

Central Midlands Regional Transit Authority  
3613 Lucius Road, Columbia, SC 29201  
P 803 255 7133  
F 803 255 7113  
CATCHTHECOMET.ORG  
info@catchthecomet.org  

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Board Members: Jacqueline Boulware, John Furgess, Carolyn Gleaton, Leon Howard, Derrick Huggins, Roger Leaks, Robert Morris, Skip Jenkins, Debbie Summers
The COMET Proposed Planning Projects
Fiscal Year 2018-2019

- **Five Year Short Range Transit Plan and Comprehensive Operational Analysis - $120,000**
  - This SRTP will also include an analysis regarding transportation to food deserts in the service area.

  The purpose of the Short-Range Transit Plan is to provide a five-year outlook regarding The COMET’s operations. The plan will explain the existing transit system, review goals, objectives and performance standards, evaluate the current transit system, provide recommendations for a five year operations plan, capital plan and financial plan, summarize marketing activities, evaluate food deserts and how The COMET can connect low-income riders to fresh food options, as well as increase transit availability to fresh food markets and inventory fresh food markets in the service area and evaluate the community's demographics. As part of the Short-Range Transit Plan, a Comprehensive Operations Analysis (COA) would be provided for a detailed review of the existing transit system to enhance service quality for existing and new customers and increase the value of the system for the community it serves. The study will include extensive data collection and analysis that will paint a picture of regional commuting patterns, latent demand, financial planning needs, operational deficiencies, and how best to close those deficiencies given existing resources. Using data collected in this analysis, the COA will present recommendations with the aim of increasing ridership and productivity throughout the region, more efficient utilization of limited financial resources, and generally improving connectivity both within and between adjacent service areas. The COA will integrate recommendations consistent with CMCOG Congestion Management Planning Process as mandated by FHWA.

- **Origin and Destination and Demographic Survey - $50,000**
  The origin and destination and demographic survey will evaluate the travel patterns of The COMET riders and determine if the current route network is appropriate. In addition, to ensure that The COMET is meeting the needs of the community, the demographic survey would help evaluate the type of clientele using The COMET services and gather necessary data for Title VI and limited English proficiency purposes. This data will feed into the SRTP and COA. The survey will be conducted with surveyors on the bus for a two-week period, as well as analysis of the data, overlaid with the route network.

- **Central Midlands Regional Express Bus and Park and Ride Lot Study - $120,000**
  This study will update the 2009 Park and Ride Lot Study and develop recommendations for express bus service along I-20, I-26 and I-77 serving communities connecting Richland, Lexington, Newberry, Fairfield and Kershaw Counties with employment and educational opportunities. The study will also evaluate interregional destinations such as Greenville, Charlotte, Augusta and Charleston as well as forming partnerships with those transit operators for long-distance commuter services. This will also include an operational, financial and capital plan for The COMET to follow.
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TOTAL | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 | $455,000.00 |
Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: June 28, 2018

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 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: April 2019
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: June 2019

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: June 2019

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: June 2019

Performance Measures

This project consists of coordinating with SCDOT to establish performance targets for each of the seven national goals as established in MAP-21 and continued in the FAST Act.

Consultant: In-house Staff
Project Manager: Reginald Simmons Estimated Completion Date: June 2019

Congestion Management Plan - Update

This project consists of coordinating with the MPO to develop a regional congestion management process (CMP) which is a systematic and regionally-accepted approach for managing congestion that provides accurate, up-to-date information on transportation system performance and assesses alternative strategies for congestion management that meet State and local needs.

Consultant: TBA
Project Manager: Reginald Simmons Estimated Completion Date: June 2019
Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: June 28, 2018

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 13th and May 23rd, staff released a call for projects for the FY 2016 funding cycle. Staff will present those requests for inclusion in the Human Services Coordination Plan and the 2016-2022 TIP.
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: $24,800

Local Match: Total revenue for the Babcock Center for fiscal year ending June 30, 2017 was $34,973,327. Revenue from state agencies (primarily the SC Department of Disabilities and Special Needs) totaled $30,809,353. 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 $31,000. Babcock Center will secure the $6,200 in match through funds obtained from the SC Department of Disabilities and Special Needs.

Project Category: Expansion Capital Equipment
- 7 Passenger Minivan
- Model: Transit Connect XLT Passenger Wagon

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 7 passenger minivan that will better meet the needs of our consumers at our Phoenix Center location that supports individuals with head and spinal cord injuries. This vehicle will be used to provide transportation for (9) individuals with disabilities in the Columbia area in Richland County. This route originates at 719 Laurel Street, 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 $6,200.

President/CEO Signature:  

Date: **June 13, 2018**

Thoyd B. Warren
LOCAL MATCH IDENTIFICATION FOR SECTION 5310 FUNDING

Applicant: Babcock Center, Inc.

Requested Section 5310 Program Funding Amounts

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Amount</th>
<th>Federal Share</th>
<th>Local Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of Service</td>
<td>$ 31,000</td>
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<td>$ 6,200</td>
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<tr>
<td>ADA Vehicle</td>
<td>$ 31,000</td>
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<td>$ 6,200</td>
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<tr>
<td>Operations</td>
<td>$ 31,000</td>
<td>$ 24,800</td>
<td>$ 6,200</td>
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TOTAL: $ 31,000 $ 24,800 $ 6,200

Funding Requested: Local Match Required

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>
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<td></td>
<td>$</td>
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<td>$</td>
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</table>

TOTAL: $ 6,200

I, the undersigned representing Babcock Center, Inc., hereby certify to the Central Midlands Council of Governments that the required local match for the FFY 2016 Section 5310 Program, which has a period of performance of July 1, 2018 - June 30, 2019, will be available by October 1, 2018.

Thoyd B. Warren, President/CEO

Name/Title of Authorized Official

Signature of Authorized Official:

Date: 6-13-18
Reginald Simmons
Deputy Executive Director/Transportation Director
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29210

June 12, 2018

Dear Mr. Simmons,

The Central Midlands Regional Transit Authority (The COMET) is submitting this letter of intent to the Central Midlands Council of Governments (CMCOG) for the pursuit of Federal Transit Administration (FTA) Section 5310 funding. Specifics on The COMET’s request is below:

Name of Agency: Central Midlands Regional Transit Authority

Contact Person: Michelle Ransom, Grants and Procurement Administrator, 803-255-7134, michelle.ransom@catchthecomet.org

Amount of Request: $414,518

Local Match: $197,380 - from Richland County Transportation Penny. This funding is committed to The COMET for 22 years or $300,991,000, whichever comes first. This is a local option sales tax.

Project Category: Capital/Mobility Management

Project Type: Mobility Management Services

Project Scope: This is an existing project. The COMET intends continue its mobility management program. The mobility management program would provide mobility management services to coordinate currently under-used resources and help address coordination barriers. Mobility management could expand the availability of services beyond those required by ADA paratransit by coordinating currently underused resources such as vehicles operated by assisted living facilities and other senior housing. The program created by The COMET based on their recommendation to implement such a program as stated in their coordinated plan. This program would also provide comprehensive mobility information and connect individual riders with appropriate tasks listed below:

a. Improved service quality measurement with rider participation. Programs that involve demand responsive riders in measuring service quality can spot issues missed by traditional methods and increase consumer understanding of service delivery issues. Riders are provided with data collection forms and training about the importance of objective and complete observations. A neutral party recruits riders and compiles results with assured confidentiality.

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Ron Anderson, Vice Chair
Lill Mood, Secretary
Andy Smith, Treasurer
Board Members: Jacqueline Boulware, John Furgess, Carolyn Gleaton, Leon Howard, Derrick Huggins, Roger Leaks, Robert Morris, Skip Jenkins, Debbie Summers
b. Shared training on topics such as passenger assistance techniques, general principles of customer service, requirements of the ADA, complaint follow-up, coordinating transfers and multi-operator reservations have the potential to address customer issues with service quality and consistency.

c. Additional driver training on accessibility issues and features. Passengers with disabilities continue to report difficulty related to proper securement and being passed up at bus stops. Aside from discouraging pass-ups and training drivers on proper mobility aid securement, training could address advising passengers about the reasons for pass ups and arranging for back-up transportation when appropriate.

d. Travel training and transit familiarization. In an effort to promote the independence of seniors and persons with disabilities individuals, training to ride fixed route transit should be provided. Seniors and people with disabilities who have never used public transportation have real concerns and fears of the unknown. Some have unrealistically negative impressions of public transportation that would be overcome by successful experiences using transit in the company of others. Relevant programs, provided free of charge, include one-on-one instruction about how to ride transit, bus buddies who ride along with new riders, group demonstrations and field trips.

e. Enhanced local information and referral systems to provide better access to information about transit, paratransit, and community transportation resources. Lack of information prevents some people from using public transportation. Information about smaller programs run by cities, counties, or community groups may be confusing or difficult to find. Enhanced information and referral could address the needs of people who do not speak English and people who cannot navigate Internet-based information (such as sacregion511.org and www.bluego.org web sites). Comprehensive mobility information would permit creation of one-stop information sources covering not just transportation but also housing and social services for seniors and people with disabilities.

f. Targeted marketing to encourage seniors and people with disabilities to ride transit. Promotions and programs such as free ride days, merchant sponsorships, organized field trips and “transit ambassadors” (seniors and people with disabilities who promote transit to their peers) would help seniors and people with disabilities learn about transit and how to use it. Transit ambassadors able to work with non-English speakers are also needed.

g. Comprehensive mobility guides, covering all mobility options for seniors and people with disabilities. Printed or on-line mobility guides including modes other than conventional transit, demand response and ADA paratransit, such as community-based transportation, and services provided by cities and counties, would help individuals and people who provide them information.

h. Implementation of a voucher program or other mobility programs such as subsidized taxi, volunteer transportation, mileage reimbursement and partnerships with UBER and Lyft.

The project will operate within the service area of The COMET, which is Lexington and Richland Counties.

Central Midlands Regional Transit Authority
3613 Lucius Road, Columbia, SC 29201
P 803 255 7133
F 803 255 7113
CATCHTHECOMET.ORG
info@cachthecome.org

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Carolyn Gleaveon, Leon Howard, Derrick Huggins, Roger Leaks,
Robert Morris, Skip Jenkins, Debbie Summers
LOCAL MATCH IDENTIFICATION FOR SECTION 5310 FUNDING

Central Midlands Regional Transit Authority / dba: The COMET

Requested Section 5310 Program Funding Amounts

<table>
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<tr>
<th>Project</th>
<th>Federal Fiscal Year</th>
<th>Total Amount</th>
<th>Federal Share</th>
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Carolyn Gleaton, Leon Howard, Derrick Huggins, Roger Leaks,
Robert Morris, Skip Jenkins, Debbie Summers
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**TOTAL 5 YEAR COSTS:** $611,898 $414,518 $197,380

* Funding Requested

Local Match Required

---

* Mobility Manager cost includes annual training, travel and materials
** Mobility Guides/Brochures includes annual updating and printing costs

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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<tr>
<td>Richland County Transportation Penny</td>
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</table>

The COMET has the appropriate local match necessary to cover the total project cost.

Should you have any questions regarding this letter, please contact me at (803) 255-7087 or email me at john.andoh@catchthecomet.org.

Sincerely,

[Signature]

John Andoh
Executive Director/CEO

cc: Sam Scheib, Director of Planning and Development
    Rosalyn Andrews, Director of Finance/Chief Financial Officer
    Michelle Ransom, Grants and Procurement Administrator

Central Midlands Regional Transit Authority
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Carolyn Gleaton, Leon Howard, Derrick Huggins, Roger Leaks,
Robert Morris, Skip Jenkins, Debbie Summers
Large Urban Section 5310
Enhanced Mobility of Seniors and
Individuals with Disabilities Program
(Federal Funding Fiscal Year 2016)

Application Form
Federal Fiscal Year 2018-2019

Name of Applicant: Mental Illness Recovery Center, Inc.

Amount Requested: $ 44,955

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 5, 2018 @ 2 p.m.
Full Application Deadline: April 19, 2018 @ 2 p.m.
SCDOT FTA, Large Urban Section 5310
Enhanced Mobility of Seniors and Individuals with Disabilities Program
(Federal Fiscal years 2017-2018)

LETTER OF INTENT

Name of Agency: Mental Illness Recovery Center, Inc. (MIRCI)
Contact Person: Julie Ann Avin, Executive Director
1408 Gregg Street
Columbia, SC 29201
(803) 786-1844 x102

Amount of Request: $44,955

Local Match: MIRCI plans to use General Operating Funds for the 20% local match ($8,991) based on projected cash flows.

Project Category: Capital
Project Type: Purchase of 1 Vehicle, ADA Mini-Van
Expansion: No
Replacement of the following vehicle:
VIN Number: KNDMB233466052735
Make: Kia
Model: Sedona EX/LX
Mileage: 88,452
SCDOT owned (No) - MIRCI holds the title to this vehicle.

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 (95 served in 2017).
- Benefits Assistance: Provides assistance to individuals in applying for and maintaining disability benefits (over 200 served in 2017).
- Community Housing Program (Shelter Plus Care): Housing program for homeless individuals and families who need intensive therapeutic services (237 individuals and families served in 2017).
- Homeless Outreach Program: Provides access to behavioral healthcare and entry into Shelter Plus Care and SHP Homeless Housing Programs (engaged 741 individuals in 2017).
- 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 (served 168 youth in 2017).
• Representative Payee Program: Financial Management for individuals in need of assistance in managing social security disability benefits (250 individuals served in 2017).

The purchase of one replacement minivan vehicle will enable MIRCI to continue to serve and expand services to clients. MIRCI plans to replace the passenger van due to safety risks and vehicle condition. This vehicle 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 psychiatric visits. MIRCI opened a new Youth Drop-In center in January 2017 and served 168 youth during the first year of operation. MIRCI is currently in the initial stages of implementing a Supportive Housing Program for Youth in Transition with the goal of offering housing and support services to youth in the metro Columbia area who are homeless or at risk of homelessness. As part of this program, MIRCI is constructing a 10-bedroom transitional home for males age 17-24. Construction of the home will be complete in July 2018.

MIRCI operates programs Monday through Friday from 8:30am to 5:00pm in Richland and Lexington Counties. The Toward Local Care program operates from 5:30pm to 10:00pm Monday through Friday, 8:00am through 5:00pm 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, 9:00am to 6:00pm, and weekends 12:00pm to 6:00pm, 365 days per year. MIRCI’s Homeless Outreach Team has expanded to include adults and youth who are either homeless or at risk of homelessness, and hours vary depending on client needs.

CMRTA operates in limited areas of Richland and Lexington Counties, and many clients are incapable of understanding 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

MIRCI will use General Operating Funds as the 20% local match to cover the total project cost.

Signature:

Julie Ann Avin, Executive Director

April 4, 2018
LOCAL MATCH IDENTIFICATION FOR SECTION 5310 FUNDING

Mental Illness Recover Center, Inc. (MIRCI)

Requested Section 5310 Program Funding Amounts

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Amount</th>
<th>Local Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of Service</td>
<td>$_____</td>
<td>$____ (20%)</td>
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<tr>
<td>ADA Vehicle</td>
<td>$44,955</td>
<td>$8,991 (20%)</td>
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<tr>
<td>Operations</td>
<td>$_____</td>
<td>$____ (50%)</td>
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TOTAL

| $44,955       | $8,991       |

Total Funding Requests
Total Local Match Required

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>
</tr>
</thead>
<tbody>
<tr>
<td>MIRCI General Operating Funds</td>
<td>$8,991</td>
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</table>

TOTAL

$8,991

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 and FY2016 Section 5310 Program, which has a period of performance of July 1, 2018 – June 30, 2019, will be available by October 1, 2018.

Julie Ann Avis, Executive Director

Name/Title of Authorized Official

Signature of Authorized Official

Date
April 5, 2018

Reginald Simmons
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29212

Dear Mr. Simmons:

Please see the attached Letter of Intent from Senior Resources, Inc. to apply for Large Urban Section 5310 funding.

Please feel free to contact me at (803) 252-7734, ext. 261 if you have any questions. Thank you for the opportunity to apply for this funding.

Sincerely,

Pamela M. Dukes
Executive Director
Letter of Intent to Apply  
Large Urban Section 5310

This letter indicates the intent of Senior Resources to apply for large urban section 5310 funding for its Senior Wheels program.

Name of Agency: Senior Resources, Inc.

Contact Person: Pamela M. Dukes, Executive Director
Senior Resources, Inc.
2817 Millwood Avenue
Columbia, SC 29201
(803) 2523-7734, ext. 261
pdukes@seniorresourcesinc.org

Amount of Request: $156,600

Local Match: Senior Resources, Inc. has the ability to provide the required local match. This match will be met through funding provided to Senior Resources from Richland County, South Carolina.

Project Category: Capital and Operations

Project Type: Purchase of a vehicle (Expansion of Service) and operating assistance

Project Scope:

Senior Resources, Inc. has been providing services to the frail and elderly in the Midlands for over 46 years, and has provided transportation services since 1976. We are a non-profit organization whose mission is to provide coordinated services, resources and personal choices to promote healthy, independent living through the support of staff and volunteers. Our goal is to allow seniors to remain in their own homes as long as possible. The programs we provide are in-home and community-based and can be delivered at a fraction of the cost of institutional care. National surveys indicate that seniors want to remain in their own homes and in their own communities as they age. Without the support of in-home and community-based services, this goal would be impossible for many of our seniors.

Senior Resources is planning to expand its transportation program called Senior Wheels. Senior Wheels transports seniors door-to-door from their home or a Wellness Center to necessary medical appointments, and ancillary services, such as pharmacies. This type of transportation is the most requested service that we are capable of providing, but have limited capacity to do so.

With funding from CMCOG, we will be able to purchase an additional vehicle to provide this type of transportation. We currently have one vehicle purchased previously with large urban section 5310 funding. A vehicle that we own can be operated more economically than leasing a vehicle. Currently,
the Senior Wheels program is just open to active clients of one of our other services. With the purchase of an additional vehicle with wheelchair capacity, we plan to open this service to other seniors in the community.

During the period of January 1, 2017, through December 31, 2017, 99% of the clients served in our Transportation Program were classified as elderly and/or disabled. Almost 76% of the clients served were considered low income, being below 200% of poverty level, with almost half at or below poverty level, as described in the Federal Poverty Level guidelines. The most common types of disabilities among the clients are ambulatory and mental capacity challenges, loss of hearing and loss of sight. These conditions create difficulty with access to public transportation. Without the Senior Wheels program, seniors' access to medical services is limited to those times when they are able to find someone to take them to services. The Senior Wheels program will improve seniors' access to medical services.

Project Budget:

Please see the attached budget form. The amount of operating assistance requested is based upon current operating expenses of the Senior Wheels program with the addition of another vehicle.

Senior Resources, Inc. has the ability to provide the required local match. This match will be met through funding provided to Senior Resources from Richland County, South Carolina.

Signature:

Pamela M. Dukes, Executive Director

April 5, 2018

Date
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<th>Amount</th>
<th>Codes</th>
<th>Description</th>
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Subtotal Administration: $0
Subtotal Capital - 2 vehicles: $60,000
### II. Operating for two vehicles—one new and one old

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**Subtotal Operations - 3 vehicles**  $106,600

### IV. Technical Assistance

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

### TOTAL AMOUNT:  $106,600

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<th>SCDOT Share</th>
<th>Local Share</th>
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<td><strong>TOTAL:</strong></td>
<td>$156,600</td>
<td>$93,300</td>
<td>$0</td>
<td>$50,000</td>
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</table>

### Estimated Net Project Cost

| Total Approved Grant | $156,600 |
| SCDOT Share | $93,300 |
| Federal Share | $50,000 |
| Estimated Project Cost | $50,000 |
| Local Share | $3,000 |

### Projected Payout

$93,300

**MAXIMUM PERCENTAGE OF FEDERALISTATELOCAL PARTICIPATION:**
- Project Administration, Capital Technical Assistance
- Operating Assistance
- Purchase of Service
NARRATIVE REQUIREMENTS

Applicant Overview
Agency: Senior Resources, Inc.
Address: 2817 Millwood Avenue, Columbia, SC 29205
Phone Number: 803-252-7734  Fax Number: 803-929-0349
Agency Service Area: Richland County
Service Area for this Grant: Richland County
Target Population: 60 years of age and older
Office Hours: 8:30 a.m. to 5:00 p.m. Monday through Friday

Senior Resources, Inc. has been providing services to the frail and elderly in the Midlands for over 50 years. We are a non-profit organization, whose mission is to provide coordinated services to seniors and disabled adults to promote and empower healthy, independent living through the support of staff and volunteers. Our goal is to allow seniors to remain in their own homes as long as possible, by being the most trusted, reliable and recognizable provider of services required to support independent living for seniors in our area. The programs we provide are in-home and community-based and can be delivered at a fraction of the cost of institutional care. National surveys indicate that seniors want to remain in their own homes and in their own communities as they age. Without the support of in-home and community-based services, this goal would be impossible for many seniors.

Detailed Project Narrative/Scope, Including Statement of Need & Organizational Capacity

Overall Project Description

In 2016, Senior Resources established a new transportation program called Senior Wheels. Senior Wheels transports seniors door-to-door from their home or a senior center to necessary medical appointments, and ancillary services, such as pharmacies.

Through SCDOT and CMCOG funding, the Agency has expanded its Senior Wheels program with the planned purchase of additional vehicles. With more than one vehicle in the fleet, routing and scheduling of drivers, vehicles, and clients has become more complicated. This project is for the purchase of demand response transportation software. This software will allow us to operate our Senior Wheels program more efficiently, which will in turn make it more effective in providing additional transportation for more seniors. It will also allow us to efficiently route the vehicles that we are using to transport seniors from their homes to our senior centers. Currently, scheduling and routing is done manually, which becomes more difficult and time consuming when there are multiple vehicles available for transportation services.
Project Detail
Senior Wheels has been a popular service since the Agency started the program almost two years ago. With the increasing service provided and increasing the number of vehicles, the ability to schedule transportation for seniors in an efficient and effective way has been challenging. We know that a software solution would provide better management of this transportation program, and allow us to provide more trips for seniors.

Within our Wellness (senior) Center program, we transport seniors to and from their homes and the center each day. The drivers are currently driving a fixed route that they don’t vary much, even when they know a senior isn’t attending. This is because they don’t have an efficient or effective way to establish a different route.

Funding from this grant will allow us to purchase demand response transportation software. The software will be used to schedule, dispatch, and route all of the vehicles in our transportation program. The software purchased will be 100% web based, encrypted and HIPAA compliant. Any web enabled device will be able to access the software. Mobile terminals will be securely mounted inside each vehicle to show drivers their routes.

Because of the scheduling and routing capabilities of the system, we expect that our productivity will increase substantially, allowing us to transport more seniors to needed appointments.

The software will have additional functionality that will be helpful within our transportation program. The mobile terminals will include pre and post trip inspections. Currently, these inspections are being done on paper, which requires storage space, and is not easily retrievable.

If a passenger contacts our office to cancel their transportation service, the software allows for instantaneous updating, so that a driver’s route is always up to date. Likewise, if a passenger contacts our office needing a ride without much advance notice, the dispatcher can instantly determine whether the trip fits into the current schedule, and can add it from the office. Updating the driver’s route via the mobile terminal is safer than our office calling the driver while the vehicle is in motion.

For our Wellness Centers, the software will allow us to tailor our daily pickup schedule to those seniors actually participating on a given day. In addition, because some of our vehicles are parked remotely each night, this software will allow us to update a driver’s route for each day without them having to come to our administrative offices.

From a management perspective, mobile terminals in the vehicles will improve operations by:
- Allowing two way data communication in real time
- Providing instant tracking of vehicle locations
- Monitoring and recording location information, including driving speeds
- Simple installation and transferable between vehicles
- Automating data collection
- Providing a procedure for, and documentation of, vehicle inspections
LOCAL MATCH IDENTIFICATION FOR SECTION 5310 FUNDING
Senior Resources, Inc.

(Legal Name of Applicant)

Requested Section 5310 Program Funding Amounts

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Amount</th>
<th>Local Share</th>
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<tbody>
<tr>
<td>Purchase of Service</td>
<td>$_____</td>
<td>$_____ (20%)</td>
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<tr>
<td>ADA Vehicle (Capital software purchase)</td>
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<td>Operations</td>
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| TOTAL                         | $117,946     | $23,589     |

Total Funding Requests      Total Local Match Required

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

**Source of Funds**

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<td>Richland County</td>
<td>$23,589</td>
</tr>
<tr>
<td></td>
<td>$_____</td>
</tr>
<tr>
<td></td>
<td>$_____</td>
</tr>
<tr>
<td></td>
<td>$_____</td>
</tr>
</tbody>
</table>

TOTAL          $23,589

I, the undersigned representing (legal name of agency) Senior Resources, Inc., do hereby certify to the Central Midlands Council of Governments that the required local match for the FFY 2015 and FFY 2016 Section 5310 Program, which has a period of performance of July 1, 2018 – June 30, 2019, will be available by **October 1, 2018**.

Pamela M. Dukes/Executive Director

Name/Title of Authorized Official

Signature of Authorized Official

Date 6/11/2018
DATE: August 17, 2018  
TO: CMCOG Board of Directors  
FROM: Benjamin J. Mauldin, Executive Director  
SUBJECT: Executive Director’s Report

1. **Grant Management Training**  
   Central Midlands Council of Governments and Grant Writing USA will present a two-day **grant management workshop** at the COG, **October 15-16, 2018**. 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-2018.html](http://grantwritingusa.com/grants-training/grant-management-workshops/columbia-south-carolina-october-2018.html)

CMCOG may have several complimentary seats available for our member governments. Contact Jessica Foster at jfoster@cmcg.org or 744-5156 if you are interested in the training.

2. **Ethics Training**  
The SC Ethics Commission will be providing an educational and training forum at the Central Midlands COG on **November 7, 2018**. The SC Ethics Commission will be inviting all required persons (persons who must file a statement of economic interests) to the training event. Please be on the lookout for this invitation in the upcoming weeks.

3. **Carolina Crossroads Public Hearing**  
The SCDOT will be holding a Public Hearing on Thursday, August 23, 2018 to present the Draft Environmental Impact Statement (DEIS) and the Recommended Preferred Alternative. At this time, the public can provide comments and provide input into the review of the DEIS.

Interactive display maps showing details of the Recommended Preferred Alternative and the DEIS will be available for your review, and the project team will be available to answer questions. The meeting will be an open house format; however, members of the public will have the opportunity to make verbal comments during the formal periods at 12:30 p.m., 3:00 p.m. and 6:00 pm.

*Serving Local Governments in South Carolina’s Midlands*
Date: Thursday, August 23, 2018

Time: 11:00 a.m. — 7:00 p.m. Open House
Formal verbal comments will be heard at 12:30 p.m., 3:00 p.m. & 6:00 p.m.

Location: Columbia Conference Center
169 Laurelhurst Avenue
Columbia, SC 29210

Those unable to attend may view meeting materials and provide comments online from August 3 to September 17 using the following link:
http://www.scdotcarolinacrossroads.com/onlinemeeting5/

Comments on this Draft EIS are due by September 17, 2018 and should be sent to the following address:

Carolina Crossroads Corridor Improvement Project
C/O South Carolina Department of Transportation
Mega Projects Division, Room 122
PO Box 191
Columbia, SC 29202-0191

Alternatively, you can send comments to info@CarolinaCrossroadsSCDOT.com or leave a comment here:
http://www.scdotcarolinacrossroads.com/onlinemeeting5/
To Read the DEIS: http://www.scdotcarolinacrossroads.com/DEIS/

4. **CMCOG Area Agency on Aging: Senior Needs Assessment**
The CMCOG AAA is conducting a region-specific needs assessment to determine the needs of seniors in the Central Midlands Region. Please take a moment and complete the survey so that the Central Midlands Area Agency on Aging can find ways to better serve seniors in our area.

Please use the link below to take online:
https://www.surveymonkey.com/r/HBGLJJJ

This survey will be available to complete through October 31, 2018.
Memorandum

TO: All Members of the CMCOG Board of Directors

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: August 23, 2018

SUBJECT: TIP Amendment – Section 5339 and Section 5307 Projects for CMRTA

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 Understanding (MOU) that describes the cooperative working relationship of the two organizations. This MOU 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.

Under this MOU, CMCOG has made the following allocations to CMRTA:

- **Section 5307 Funds**
  - FY 2016: $4,188,852
- **Section 5339 Funds**
  - FY 2016: $382,699
- **Section 5339 Funds**
  - FY 2017: $425,653
- **Section 5339 Funds**
  - FY 2018: $632,576

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

ATTACHMENT
Section 5339 and Section 5307 Project Requests
5307 (FY 2016)

- Purchase Shop Equipment – 80/20 match ($60,000 - federal) – Funds to go towards the purchase of a replacement bus washer. Existing washer’s maintenance costs have significantly increased and is close to meeting its useful life.
- Preventive Maintenance – 80/20 match ($972,364 - federal) – The CMRTA is requesting federal funds to reimburse preventive maintenance costs incurred during FFY 2019.
- ADP Hardware – 80/20 match ($200,000 - federal) – The CMRTA is requesting funds for the ongoing purchase of computer/electronic related hardware needed for maintaining/improving administrative and/or transit services.
- ADP Software– 80/20 match ($200,000 – federal) – These funds would be applied toward monthly maintenance costs for TransLoc, Enveloc, etc. as well as various software upgrades.
- Non-Fixed Route ADA Paratransit Service – 80/20 match ($418,884 – federal) – The CMRTA is requesting these funds to help offset the costs of our ADA paratransit (DART) costs.
- Employee Education/Training– 80/20 match ($209,442 – federal) – The CMRTA requests funds to provide education and/or training to staff for the various functions as well as new training related to Automated Passenger Counters. It is anticipated these funds will last 3 – 4 years.
- Acquire Mobile Fare Collection Equipment – 80/20 match ($252,160 – federal) – Funds are requested for the purchase of 16 new fareboxes as well as a new vault.
- Purchase Replacement 35-Ft Buses – 85/15 match ($836,000 – federal) – Funds would be applied to the replacement of 7 existing propane-fueled buses. Bus wraps, bike racks, etc. are included in this cost.
- Acquire Communications Systems– 80/20 match ($40,000 – federal) – These funds would be used to overhaul the CMRTA’s existing website to make it more informative and user friendly.
- Operations– 50/50 match ($1,000,000 – federal) – These funds would be applied towards fixed route and/or paratransit costs for services within Lexington and/or Richland County.

5339 (FY 2016)


5339 (FY 2017)


5339 (FY 2018)

- Rehab/Renovate Bus Terminal ($388,928 – federal) – These funds would be used to rehab the existing Assembly Street transit station. Any remaining funds would be applied towards improvements at the Sumter Street transit center.
- Rehab/Rebuild 35 Ft Bus– 80/20 match ($80,000 – federal) – CMRTA is requesting these funds to rewrap buses purchased in 2010.
RESOLUTION

ENDORSEMENT OF PERFORMANCE MANAGEMENT TARGETS
ESTABLISHED BY THE CENTRAL MIDLANDS REGIONAL TRANSIT
AUTHORITY IN THEIR TRANSIT ASSET MANAGEMENT PLAN.

WHEREAS, the Central Midlands Council of Governments (CMCOG) has been designated by the Governor of South Carolina as the Metropolitan Planning Organization (MPO) responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the Columbia Urbanized Area; and,

WHEREAS, the federal surface transportation programs that are the responsibility of the Central Midlands Council of Governments are authorized by the Fixing America’s Surface Transportation (FAST) Act (Pub. L. 112-141, December 4, 2015); and,

WHEREAS, the metropolitan transportation planning process shall provide for the establishment and use of a performance-based approach to transportation decision making to support the national goals described in 23 U.S.C. 150(b) and the general purposes described in 49 U.S.C. 5301(c); and,

WHEREAS, 49 CFR Part 625, the Federal Transit Administration (FTA) Transit Asset Management Rule, which became effective on October 1, 2016, requires transit operators to develop and adopt a Transit Asset Management Plan that addresses State of Good Repair for rolling stock, infrastructure, equipment, and facilities; and,

WHEREAS, Central Midlands Council of Governments is the designated recipient of Federal Transit Administration (FTA) funding (Sections 5307, 5310, 5339 in the Columbia Urbanized Area; and,

WHEREAS, Central Midlands Regional Transit Authority (CMRTA a.k.a The Comet) is a direct recipient of the Federal Transit Administration (FTA) and the primary public transit provider in the Columbia Urbanized Area; and,

WHEREAS, Central Midlands Regional Transit Authority has submitted or is developing a Transit Asset Management Plan that includes performance measures; and,

WHEREAS, the Metropolitan Planning Organization shall establish performance targets that address the performance measures or standards established under 23 CFR Part 490 (where applicable), 49 U.S.C. 5326(c), and 49 U.S.C. 5329(d) to use in tracking progress towards attainment of critical outcomes for the region; and,
WHEREAS, the selection of performance targets that address performance measures described in 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d) shall be coordinated, to the maximum extent practicable, with the public transportation provider and the South Carolina Department of Transportation to ensure consistency with the performance targets that the public transportation provider establishes under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d); now therefore be it

RESOLVED, the Central Midlands Council of Governments endorses the performance management targets established by the Central Midlands Regional Transit Authority in their respective Transit Asset Management Plan, as listed in Attachment 1: and, be it further

RESOLVED, the Central Midlands Council of Governments agrees to program investments that support the performance management targets established by the Central Midlands Regional Transit Authority in their respective Transit Asset Management Plan.

CERTIFICATE, the undersigned, is the duly qualified Executive Director of the 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 23, 2018.

__________________________  ___________________________
Norman Jackson, Chairman  Benjamin J. Mauldin, Executive Director
Central Midlands Council of Governments  Central Midlands Council of Governments

__________________________  ___________________________
Witness  Witness
### ATTACHMENT 1

**Central Midlands Regional Transit Authority (CMRTA) Targets for Transit Performance Measures**

<table>
<thead>
<tr>
<th>Asset Class</th>
<th>Performance Target</th>
<th>Quantities</th>
<th><em>Useful Life Benchmark (ULB) (Years)</em></th>
<th>Met ULB</th>
<th>Below ULB</th>
<th>Target: Percent of Vehicles That Have Met or Exceeded ULB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transit Bus</td>
<td>15%</td>
<td>39</td>
<td>14</td>
<td>0</td>
<td>37</td>
<td>0%</td>
</tr>
<tr>
<td>Cutaway</td>
<td>15%</td>
<td>40</td>
<td>10</td>
<td>0</td>
<td>13</td>
<td>0%</td>
</tr>
<tr>
<td>Mini-Van</td>
<td>20%</td>
<td>2</td>
<td>10</td>
<td>0</td>
<td>2</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>81</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*What is a "useful life benchmark"?*

Useful life benchmark (ULB) is the measure agencies will use to track the performance of revenue vehicles (rolling stock) and service vehicles (equipment) to set their performance measure targets. Each vehicle type’s ULB estimates how many years that vehicle can be in service and still be in a state of good repair. The ULB considers how long it is cost effective to operate an asset before ongoing maintenance costs outweigh replacement costs. ULBs are derived from FTA’s Transit Economic Requirements Model (TERM). The TERM model estimates the age at which each of the vehicle types would enter the SGR backlog, or have a rating of 2.5 or below on the TERM scale. These default ULBs will automatically populate in the NTD collection field. Alternatively, your agency can develop its own ULBs based on your operating conditions, warranty information, and any other criteria that would affect your assets’ maximum useful life.
MEMORANDUM

TO: MPO Directors

FROM: James J. Feda Jr., P.E., Deputy Secretary for Intermodal Planning

DATE: May 15, 2018

RE: FAST Act Performance Targets

Thank you again for your attendance and participation at the May 8th meeting where our planning staff presented the recommended state performance targets. As a follow up to the meeting, this memo serves as a formal notification that the South Carolina Department of Transportation (SCDOT) has established its 2018-21 statewide performance targets as required by 23 CFR Part 490, herewith attached as Appendix A.

As you are aware, per the federal regulation, Metropolitan Planning Organizations (MPOs) have 180 days after SCDOT establishes its performance targets to either accept and support the State's target(s) by agreeing to plan and program projects so they contribute toward the accomplishment of SCDOT's target(s) or by setting their own target(s) for their metropolitan planning area. Through our coordination efforts to date, SCDOT continues to recommend for the first performance period of asset and performance target setting that MPOs adopt and support the state targets. In the event an MPO desires to establish its own quantifiable targets, SCDOT will attempt to provide technical support as needed to assist with local target setting efforts.

As outlined in the December 31, 2017 Planning Procedure Agreements PL-2017-02 and PL-2017-03, herewith attached as Appendices B and C, MPOs must by long range transportation plan amendment have their policy committees formally adopt the applicable performance targets by November 16, 2018. In addition, by that date, MPOs shall provide written acknowledgement to SCDOT that their policy committees have taken action.

We again appreciate everyone's patience and input over the last several years as we worked through the federal-rule making process. As a reminder, a SharePoint site has been established to provide a central repository for each region's baseline asset condition and mobility performance data.

It is a milestone for SCDOT to establish these targets and we look forward to working with our MPO partners in the future to implement the performance management planning process.

JF:gmt
Attachments
cc: Emily Lawton, Federal Highway Administration Division Administrator

File: Pln/JF
## SCDOT 2018-21 Performance Targets

<table>
<thead>
<tr>
<th>Measure</th>
<th>2-year (2018-19) Target</th>
<th>4-year (2018-21) Target</th>
<th>Applicability</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of Interstate Pavements in Good Condition</td>
<td>N/A</td>
<td>71.0%</td>
<td>All MPOs except SUATS and GSATS</td>
</tr>
<tr>
<td>% of Interstate Pavements in Poor Condition</td>
<td>N/A</td>
<td>3.0%</td>
<td>All MPOs except SUATS and GSATS</td>
</tr>
<tr>
<td>% of non-Interstate NHS Pavements in Good Condition</td>
<td>14.9%</td>
<td>21.1%</td>
<td>All MPOs</td>
</tr>
<tr>
<td>% of non-Interstate NHS Pavements in Poor Condition</td>
<td>4.3%</td>
<td>4.6%</td>
<td>All MPOs</td>
</tr>
<tr>
<td>% of NHS Bridges in Good Condition</td>
<td>42.2%</td>
<td>42.7%</td>
<td>All MPOs</td>
</tr>
<tr>
<td>% of NHS Bridges in Poor Condition</td>
<td>4.0%</td>
<td>6.0%</td>
<td>All MPOs</td>
</tr>
<tr>
<td>% of Person-Miles Traveled on the Interstate that Are Reliable</td>
<td>91.0%</td>
<td>90.0%</td>
<td>All MPOs except SUATS and GSATS</td>
</tr>
<tr>
<td>% of Person-Miles Traveled on the non-Interstate NHS that Are Reliable</td>
<td>N/A</td>
<td>81.0%</td>
<td>All MPOs</td>
</tr>
<tr>
<td>Truck Travel Time Reliability Index</td>
<td>1.36</td>
<td>1.45</td>
<td>All MPOs except SUATS and GSATS</td>
</tr>
<tr>
<td>Annual Hours of Peak-Hour Excessive Delay per Capita</td>
<td>N/A</td>
<td>34.0 hours</td>
<td>RFATS</td>
</tr>
<tr>
<td>% of non-Single Occupant Vehicle Travel</td>
<td>21.0%</td>
<td>21.0%</td>
<td>RFATS</td>
</tr>
<tr>
<td>Total Emissions Reduction (NOx)</td>
<td>448.487 kg/day</td>
<td>448.780 kg/day</td>
<td>RFATS</td>
</tr>
<tr>
<td>Total Emissions Reduction (VOC)</td>
<td>479.512 kg/day</td>
<td>480.586 kg/day</td>
<td>RFATS</td>
</tr>
</tbody>
</table>
South Carolina Department of Transportation
Planning Procedure Agreement

Agreement Number: PL- 2017-02
Effective: December 31, 2017

Subject: Coordination of Pavement and Bridge Condition Data and Target Setting for Metropolitan Planning Organizations (MPOs) and Council of Governments (COGs) to address FAST Act compliance

Purpose: Define the Initial Coordination Process between the South Carolina Department of Transportation (SCDOT) and MPOs and COGs to Facilitate Initial Pavement and Bridge Condition Target Setting for the Six Prescribed FAST Act Performance Measures.

Primary Department: Planning

Roles, Responsibilities, and Deliverables:
The FAST Act and subsequent federal rulemaking established six performance measures related to Pavement and Bridge Condition. The measures are:

- Percent of Interstate pavements in Good condition;
- Percent of Interstate pavements in Poor condition;
- Percent of non-Interstate NHS pavements in Good condition;
- Percent of non-Interstate NHS pavements in Poor condition;
- Percent of NHS bridges by deck area in Good condition; and
- Percent of NHS bridges by deck area in Poor condition.

Federal regulations require state departments of transportation (DOTs) to establish and report quadrennial (4-year) targets related to each of these six performance measures by May 20, 2018. MPOs are required to either adopt and support their DOT’s statewide targets or set their own targets specific to their areas. SCDOT and MPOs will have the opportunity to adjust their four-year targets after two years. For the purposes of Pavement and Bridge Condition target setting, COGs will be treated the same as MPOs.

SCDOT will establish statewide targets for the six condition performance measures by May 20, 2018. For the initial 4-year target setting, SCDOT will report 4-year targets on Interstate pavement condition, 2- and 4-year targets on non-Interstate pavement condition, and 2- and 4-year targets on bridge condition to FHWA. MPOs and COGs will have 180 days after SCDOT sets the six condition performance targets, or by November 16, 2018, at the latest, to either adopt and support SCDOT’s statewide targets, by agreeing to plan and program projects that SCDOT has identified in their area, or set their own targets specific to their areas. MPOs and COGs need only set their own 4-year targets or adopt and support SCDOT’s 4-year targets.

In preparation for the initial condition target setting effort with targets due by May 20, 2018, consultation between SCDOT, MPOs, and COGs occurred via the following training opportunities: quarterly webinars to review federal rulemaking requirements, a staff presentation to the MPO and COG Working Group chartered to assist with implementation of performance management, and SCDOT’s hosting of a National Highway Institute training course on target setting in September 2017.
For the initial 4-year target-setting period of calendar years 2018-2021, SCDOT recommends MFOs and COGs adopt and support SCDOT’s statewide targets.

In the future as part of the target setting process, SCDOT will:

- Inform MPOs and COGs of the six performance measure targets established for the State related to Pavement and Bridge condition by May 20, 2018, and every four years thereafter.
- Inform MPOs and COGs of any amended targets for the six performance measures related to Pavement and Bridge condition by May 20, 2020, and every four years thereafter if applicable.
- Provide the previous year’s Interstate and non-Interstate NHS Pavement condition data and NHS Bridge condition data within the respective MPO or COG boundaries to MPOs and COGs by April 30 of each year.
- If requested, provide target setting guidance to MPOs and COGs should they decide to establish their own targets for one or more of the six performance measures.

MPOs and COGs will:

- Within 180 days after SCDOT sets the Pavement and Bridge Condition targets, or no later than November 16, 2018, have their Policy Committees formally adopt the six Pavement and Bridge condition targets through Long Range Transportation Plan amendment.
- Within 180 days after SCDOT sets the Pavement and Bridge Condition targets, or no later than November 16, 2018, provide SCDOT a letter confirming action by their Policy Committee and the date of approval.
- By November 16, 2020, have their Policy Committees formally adopt any amended Pavement and Bridge condition targets through Long Range Transportation Plan amendment, if applicable.
- By November 16, 2020, provide SCDOT a letter confirming action by their Policy Committee and the date of approval if applicable.

At the request of an MPO or COG, SCDOT will:

- Provide Pavement and Bridge condition target adoption language for the MPO or COG to incorporate into its Long Range Transportation Plan; and
- Provide staff support during the Policy Committee meeting to assist with presenting the adoption of Pavement and Bridge condition targets.

Submitted by:  
Mark Pleasant, AICP  
Director of Planning

Approved by:  
James J. Feda, Jr., P.E.  
Deputy Secretary for Intermodal Planning

MPO/COG Concurrence:  
MPO/COG Director

South Carolina Department of Transportation
Planning Procedure Agreement

Agreement Number: PL- 2017-03                  Effective: December 31, 2017

Subject: Coordination of System and Truck Travel Time Reliability Performance Data and Target Setting for Metropolitan Planning Organizations (MPOs) and Council of Governments (COGs) to address FAST Act compliance

Purpose: Define the Initial Coordination Process between the South Carolina Department of Transportation (SCDOT) and MPOs and COGs to Facilitate Initial System and Truck Travel Time Reliability Performance Target Setting for the three Prescribed FAST Act Performance Measures.

Primary Department: Planning

Roles, Responsibilities, and Deliverables:

The FAST Act and subsequent federal rulemaking established three performance measures related to System and Truck Travel Time Reliability. The measures are:

- Percent of reliable person-miles traveled on the Interstate;
- Percent of reliable person-miles traveled on the non-Interstate NHS; and
- Percent of Interstate system mileage providing for reliable truck travel time.

Federal regulations require state departments of transportation (DOTs) to establish and report quadrennial (4-year) targets related to each of these three performance measures by May 20, 2018. MPOs are required to either adopt and support their DOT’s statewide targets or set their own targets specific to their areas. SCDOT and MPOs will have the opportunity to adjust their four-year targets after two years. For the purposes of System and Truck Travel Time Reliability target setting, COGs will be treated the same as MPOs.

SCDOT will establish statewide targets for the three reliability performance measures by May 20, 2018. MPOs and COGs will have 180 days after SCDOT sets the three reliability performance targets, or by November 16, 2018, at the latest, to either adopt and support SCDOT’s statewide targets, by agreeing to plan and program projects that SCDOT has identified in their area, or set their own targets specific to their areas. MPOs and COGs need only set their own 4-year targets or adopt and support SCDOT’s 4-year targets.

In preparation for the initial reliability target setting effort with targets due by May 20, 2018, consultation between SCDOT, MPOs, and COGs occurred via the following training opportunities: quarterly webinars to review federal rulemaking requirements, a staff presentation to the MPO and COG Working Group chartered to assist with implementation of performance management, and SCDOT’s hosting of a National Highway Institute training course on target setting in September 2017.

For the initial 4-year target-setting period of calendar years 2018-2021, SCDOT recommends MPOs and COGs adopt and support SCDOT’s statewide targets.
In the future as part of the target setting process, SCDOT will:

- Inform MPOs and COGs of the three performance measure targets established for the State related to System and Truck Travel Time Reliability by May 20, 2018, and every four years thereafter.
- Inform MPOs and COGs of any amended targets for the three performance measures related to System and Truck Travel Time Reliability by May 20, 2020, and every four years thereafter if applicable.
- Provide the previous year’s Interstate and non-Interstate NHS system reliability data and NHS truck travel time reliability data within the respective MPO or COG boundaries to MPOs and COGs by April 30 of each year.
- If requested, provide target setting guidance to MPOs and COGs should they decide to establish their own targets for one or more of the three performance measures.

MPOs and COGs will:

- Within 180 days after SCDOT sets the System and Truck Travel Time Reliability targets, or no later than November 16, 2018, have their Policy Committees formally adopt the three reliability targets through Long Range Transportation Plan amendment.
- Within 180 days after SCDOT sets the System and Truck Travel Time Reliability targets, or no later than November 16, 2018, provide SCDOT a letter confirming action by their Policy Committee and the date of approval.
- By November 16, 2020, have their Policy Committees formally adopt any amended reliability targets through Long Range Transportation Plan amendment, if applicable.
- By November 16, 2020, provide SCDOT a letter confirming action by their Policy Committee and the date of approval if applicable.

At the request of an MPO or COG, SCDOT will:

- Provide System and Truck Travel Time Reliability target adoption language for the MPO or COG to incorporate into its Long Range Transportation Plan; and
- Provide staff support during the Policy Committee meeting to assist with presenting the adoption of System and Truck Travel Time Reliability targets.

Submitted by: Mark Pleasant, AICP

Director of Planning

Approved by: James J. Feda, Jr., P.E.

Deputy Secretary for Intermodal Planning

MPO/COG Concurrence: MPO/COG Director
MEMORANDUM

TO: CMCOG Board of Directors

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

DATE: August 16, 2018

SUBJECT: 208 Plan Amendment: Town of Lexington Emergency Holding Pond at Former I-20 Wastewater Treatment Facility and Management Area Map Change

REQUESTED ACTION
CMCog staff will introduce a 208 plan amendment request for the rehabilitation of the sewage lagoon in the former Carolina Water Service (CWS) I-20 Wastewater Treatment Plant (WWTP) so it can be used as an emergency wastewater storage basin. The plan amendment also includes a change in the 208 management area map to reflect the incorporation of the CWS I-20 service area into the Town of Lexington management area. The CMCOG Environmental Planning Advisory Committee (EPAC) recommended approval of this plan amendment request at their July 25, 2018 meeting.

PROJECT BACKGROUND
The current 208 Water Quality Management Plan (208 Plan) anticipates that the existing CWS I-20 plant would be closed and connected to the regional wastewater system operated by the Town of Lexington (Town) and treated at the City of Cayce WWTP. The Town conducted an extensive investigation into the condition of the existing facilities and in the Fall of 2017 initiated condemnation proceedings to take ownership of the CWS facilities in the I-20 service area. The Town installed temporary pumping equipment which has allowed for the elimination of the discharge from the I-20 WWTP to the Lower Saluda River since the end of March, 2018.

The Town is seeking construction approval for the I-20 Wastewater System Pump Station and Lagoon Closeout Project from SCDHEC. This project will enable the abandonment of the current I-20 WWTP via the construction of a permanent wastewater pump station and an emergency holding pond. This pump station will replace the temporary pumping equipment that currently redirects wastewater flow from the existing WWTP lagoon into the Town’s existing regional force main, and ultimately to the City of Cayce’s Regional WWTP for treatment in accordance with the 208 Plan. Following construction, the lagoon system will be closed out in accordance
with SCDHEC requirements, and an HDPE-lined emergency wastewater storage basin will be constructed in the general footprint of the existing plant.

Per DHEC regulation 61-67 a WWTP closure plan "must be approved by the Department as a prerequisite to closure. Conversion of existing wastewater treatment facilities to other basins such as equalization basins or storage basins shall only be considered by the Department for approval when explicitly identified in the applicable 208 Water Quality Management Plan." The Town of Lexington is requesting the 208 water quality management plan be amended to explicitly include the rehabilitation of the sewage lagoon in the former Carolina Water Service (CWS) I-20 Wastewater Treatment Plant (WWTP) so it can be used as an emergency wastewater storage basin. Town of Lexington is also requesting the 208 Management area map be amended to reflect the incorporation of the CWS I-20 service area into the Town of Lexington Management Area.
July 2, 2018

Central Midlands Council of Governments
Attn: Mr. Gregory Sprouse, AICP
Director of Research, Planning, and Development
236 Stoneridge Drive
Columbia, SC 29210

Re: Formal Request for an Amendment to the 208 Water Quality Plan

Dear Mr. Sprouse:

The Town of Lexington has embarked on a mission to protect the midland’s waterways with the condemnation of the Carolina Water Service I-20 WWTP. We have taken a major step forward in this quest by taking possession of the facility and assuming operational duties. Within a few days of taking possession, we installed temporary pumping equipment at the treatment plant and eliminated the discharge from that facility into the Lower Saluda River. We are using the temporary pumping equipment to redirect the wastewater from this service area into the regional wastewater treatment plant via our existing force main connection as outlined in the current 208 plan.

Currently, the Town is applying for a construction permit to build a new, permanent pumping station at the I-20 WWTP location together with an emergency holding basin and a SRF loan to provide the funding for the project. The Town’s plan is to clean out the sludge from the existing treatment facility, regrade the pond, and install a liner to be able to use the pond for an emergency holding basin. The emergency holding basin furthers our commitment to protecting the environment as it will assist in preventing SSOs due to failure of the pumping station or the regional force main system. The project has been submitted and is currently under review by SCDHEC. In most circumstances we would be allowed to construct an emergency holding pond at a pumping station without any issues. However, SCDHEC has indicated that the 208 Water Quality Plan must specifically address the emergency holding pond in this case since it is part of the existing facility.

As a result, the Town of Lexington is making a formal request to initiate the amendment of the 208 Water Quality Management Plan to allow the Town of Lexington to utilize the facilities at the site of the existing wastewater treatment plant to construct an emergency...
holding pond adjacent to the new pumping station and designate the Town of Lexington as the management authority of the I-20 WWTP service area in lieu of Caroliina Water Service. Please find attached a detailed request for the amendment as well as the information required by the regulations for plan amendment.

We anticipate that review of the plans and specifications will be complete and ready for issuance of a construction permit by the end of July, contingent on the approval by the CMCOG. Once we receive a construction permit, we will be ready to bid the project, close the loan, and for work on the permanent facility to begin. Since we are using a temporary pumping station until the new facility can be constructed, we are asking this amendment of the 208 Water Quality Management Plan be conducted as expeditiously as possible and placed on the agenda for the next EPAC meeting and the subsequent full COG meeting for action. If you have any questions regarding this amendment, please do not hesitate to reach out to me.

Thank you for your consideration of this amendment in a timely manner.

Sincerely,
Town of Lexington

D. Britt Poole, Town Administrator

Encl.
REQUEST FOR AMENDMENT OF
CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS
208 WATER QUALITY MANAGEMENT PLAN

EMERGENCY HOLDING POND AT FORMER
I-20 WASTEWATER TREATMENT FACILITY

June 2018

PREPARED FOR:

Town of Lexington
P.O. BOX 397
Lexington, SC 29078

PREPARED BY:

AMERICAN ENGINEERING CONSULTANTS, INC.
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1. GENERAL INFORMATION

1.1. INTRODUCTION

The Carolina Water Service (CWS) I-20 Wastewater Treatment Plant (WWTP) has been the source of much discussion and consternation over the past 20 years or more at the Central Midlands Council of Governments (CMCOG). The current 208 Water Quality Management Plan (208 Plan) anticipates that the existing I-20 plant would be closed and connected to the regional wastewater system operated by the Town of Lexington and treated at the City of Cayce WWTP. This connection would remove the I-20 discharge from the Lower Saluda River. The existing treatment plant has been the source of numerous environmental violations and poor water quality in the Lower Saluda at times.

The Town of Lexington conducted an extensive investigation into the condition of the existing facilities and in the fall of 2017 initiated condemnation proceedings to take ownership of the CWS facilities in the I-20 service area allowing them to commit resources toward the protection of the environment in Lexington County. In February 2018, the Town finally obtained possession of the I-20 Wastewater Treatment plant and all CWS facilities in the I-20 service area and began operating the facilities. The 208 plan should be modified now to reflect that the Town will now have the management authority over the service area previously identified in the 208 plan as controlled by CWS.

The Town of Lexington (Town) is seeking construction approval for the I-20 Wastewater System Pump Station and Lagoon Closeout Project from SCDHEC. The Town installed temporary pumping equipment which has allowed for the elimination of the discharge from the I-20 WWTP to the Lower Saluda River since the end of March, 2018. This project will enable the permanent abandonment of the current I-20 Wastewater Treatment Plant (WWTP) via the construction of a permanent wastewater pump station and an emergency holding pond. This new
pump station will replace the temporary pumping equipment that currently redirects wastewater flow from the existing WWTP lagoon into Lexington's existing regional force main, and ultimately to the City of Cayce's Regional WWTP for treatment in accordance with the 208 Water Quality Management Plan. Following construction of the proposed pump station, the lagoon system will be closed out in accordance with SCDHEC requirements, and an HDPE-lined emergency wastewater storage basin will be constructed in the general footprint of the existing plant. The project area consists of the existing I-20 WWTP site. A general location map of the project area is provided in Figure 1.

Normally the construction of a new emergency holding pond does not require it to be addressed within the 208 Water Quality Management Plan. However, Regulation 61-67.300.F.17 states: "Conversion of existing wastewater treatment facilities to other basins such as equalization basins or storage basins shall only be considered by the Department for approval when explicitly identified in the applicable 208 Water Quality Management Plan." Based on this regulation, SCDHEC is looking to the CMCOG for the 208 Water Quality Management Plan to specifically identify that the existing facilities can be converted into a new emergency holding pond. Since this proposed amendment is consistent with the goals and objectives of the CMCOG to remove the I-20 WWTP from discharging into the Lower Saluda River, we believe that this should qualify as a minor amendment.

The Town of Lexington is requesting that the 208 Water Quality Management Plan be modified to reflect the management area formerly assigned to CWS to be assigned to the Town of Lexington and to specifically address that the existing facility I-20 treatment plant site can be used for the new emergency holding pond.
FIGURE 1: SITE LOCATION MAP
PROPOSED I-20 WASTEWATER SYSTEM PUMP STATION
AND LAGOON CLOSEOUT
For The Town of Lexington, South Carolina

AMERICAN ENGINEERING CONSULTANTS, INC.
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DATE: 11/10/17
SCALE: NTS
DRAWN: LSS
JOB NO.: 18-015
1.2. DETAILED DESCRIPTION AND SCOPE OF PROJECT

The I-20 Wastewater System serves approximately 2,616 customers in unincorporated portions of Lexington County. Of these customers, 2,200 are directly served by the Town of Lexington (formerly customers of CWS) and approximately 416 are customers of Midlands Utilities' Vanarsdale Subdivision. As shown in Figures 2 and 3, the I-20 System is generally situated between Hwy. 378 (to the north) and U.S. 1 (to the south), with incorporated areas of the City of West Columbia to its east and the Town of Lexington to its west. The customers of the I-20 System are predominantly residential with approximately sixteen (16) commercial customers and no industrial service. In general, the I-20 System's service area is suburban, with pockets of undeveloped rural properties. Due to its location within the sandhills region, its topography is flat to moderately sloping, with sandy to loamy soils that are conducive to development.

The infrastructure of the I-20 Wastewater System is comprised of 101,000 linear feet (LF) of gravity sewer collection lines, sixteen (16) pump stations, two (2) equalization ponds, and the I-20 WWTP. The I-20 WWTP is an aerated lagoon that treats an average daily flow of 0.5 million gallons per day (MGD), and has a permitted maximum weekly average flow of 0.8-MGD. The I-20 Facility previously discharged to the Lower Saluda River via an effluent force main and bankside discharge. However, as of March 31st, 2018, the I-20 WWTP's discharge to the Saluda River was permanently ended when all flow was diverted into the Town of Lexington's regional force main via temporary pumping equipment installed until a permanent replacement pump station can be built.

In order to allow for complete abandonment of the I-20 WWTP, the Town of Lexington proposes to construct a new wastewater pump station that will divert raw wastewater flow from the existing WWTP into the Town's 24" regional forcemain, and ultimately to the City of Cayce's Regional WWTP. Once flow is diverted from the WWTP, the lagoon system must be closed out in accordance
with SCDHEC requirements. Closeout of the lagoon will include dewatering, removal of sludge, and demolition of the existing facilities.

In addition to closeout of the existing lagoon, the Town proposes to construct an emergency storage basin in the general footprint of the I-20 lagoon. This facility will include an HDPE-lined emergency storage basin with approximately six (6) million gallons of capacity. While the Town has plans to construct a parallel regional force main in the future, at this time all of the Town’s wastewater flow is transported to the Cayce Regional WWTP via a single 24” ductile iron force main. Given the lack of transport redundancy, the Town desires to have emergency storage that could be utilized in the event that emergency repairs are needed on the 24” regional force main or at the I-20 Pumping Station. This emergency holding pond is not anticipated to be used on a regular basis but only in the event of emergency giving the Town a reservoir to hold the wastewater to prevent wastewater from spilling into the adjoining waterways until the repairs are made and the pond emptied.

The construction of an emergency holding pond is generally allowed under the R 61-67 wastewater facilities construction regulations, however, since this is located within the existing wastewater lagoon, the regulations require in this special case that the 208 Water Quality Management Plan must specifically address allowing an emergency holding pond at the site of the former WWTP. This pond will be an asset for the protection of the environment in the event of an emergency and is much more desirable than the alternative. Without any holding basin, sewer overflows from any problem with the force main system, the I-20 pump station, or the Cromer Road pump station would result in discharge to the adjacent waterways. Even though pumping stations are designed with redundancy in the pumping equipment and power supplies, there are still single points of failure in a system that could potentially render the pump station out of service and would require a short period of time to have it repaired. The current
peak day's flow from the Town of Lexington system is about 5.3 million gallons per day. The pond would allow the Town about 24 hours of storage to give them time to repair a line break or replace damaged pump station equipment without a spill to the environment. Since the pond will be lined, there is no potential for the groundwater to be contaminated by the short term storage of sewerage in the pond.
FIGURE 2: REGIONAL LOCATION MAP
PROPOSED I-20 WASTEWATER SYSTEM PUMP STATION
AND LAGOON CLOSEOUT
For The Town of Lexington, South Carolina
Contact information for the owner and engineer for this project are provided below.

**Town of Lexington**  
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Stuart Ford  
Assistant Town Administrator

**American Engineering Consultants, Inc**  
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(803) 791-1400  
cwaddell@aec-sc.com  
Christopher S. Waddell, P.E.  
Project Engineer
2. EMERGENCY STORAGE BASIN DESIGN AND COST

Following closeout of the existing I-20 lagoon, the area that the lagoon currently occupies provides an ideal location for emergency storage for the Town’s 24” regional force main. All of the Town’s wastewater flow is currently transported to the Cayce Regional WWTP via the 24” force main. A critical component of the Town’s capital improvement plan is to construct a parallel 30” force main. However, the scale and complexity of this project are such that it is still years from being realized. Therefore, in order to provide emergency storage in the event of a failure in the 24” force main, or in case of planned maintenance or inspections, an emergency storage basin located at the I-20 site would provide for redundancy in this critical component of the regional sewer system. By providing approximately six (6) million gallons of emergency storage, this basin would make a significant improvement in the Town’s ability to protect adjacent properties and waterways from sewer spills.

As shown in Figures 4 and 5, Construction of the emergency basin would include removal of sludge from the existing lagoons (active and inactive), undercutting and stockpiling of insitu soil, regrading to proposed grade, installation of a 60-mil HDPE liner, placement of the undercut insitu soil atop the new liner, finish grading, and grassing. The emergency basin would therefore provide an impervious lining to prevent sewage infiltration into the soil. It should be noted that all insitu soils that remain after hydraulic dredging of the existing lagoons will be retained on site to be utilized atop the new HDPE liner as a ballast material. The need for a ballast material results from the site’s groundwater elevation. Based upon the geotechnical report, groundwater is expected near the bottom elevation of the emergency basin. Therefore, by providing soil ballast atop the liner, the risk of liner flotation is prevented. It is also critical to point out that no land application of insitu soil or residual sludge is
proposed on the site. Any insitu soil/residual sludge will either be disposed of in an approved landfill in accordance with the approved closure plan, or will be mixed with the soil ballast material atop the liner to provide a soil amendment.

In summary, the critical points to safe closure of the I-20 WWTP are:

- Dredge insitu sludge from each lagoon in a clean manner. Contain all sludge and wastewater to the existing lagoon facility.
- Protect adjacent properties and roads from sludge and wastewater contamination.
- Slope all staging and dewatering areas to the existing lagoon.
- Dispose of all sludge in an approved landfill.
- Dewater existing lagoons to the on-site sanitary sewer via SCDHEC approved dewatering bags. The dewatering bags will protect the sanitary sewer form grit and other solids.
- Maintain insitu soil and residual sludge stock piles within the existing lagoon footprint.
- Dispose of any residual sludge that is not suitable to be utilized as a soil amendment (atop the geomembrane lining) in an approved landfill.
- Establish bermuda grass cover within the finish graded emergency basin as soon as possible.
- Utilize the new basin as an emergency holding basin in the event of failure in any portion of the Town's regional wastewater transportation system.

Operation of the emergency basin will be via manual handwheel operated valves. The basin will drain to the proposed pump station via a drain that contains a duckbill check valve, overflow, and isolation valve. The duckbill check valve will enable stormwater to drain from the emergency basin into the pump station while not allowing the pump station to backup into the emergency basin. Inflow to the emergency basin will be via an inlet line from the 24” regional force main. In the
event that the basin is needed, the manual isolation valve between the pump station and emergency basin will be closed, and the inlet valve from the regional force main will be opened, allowing the basin to fill. The maximum fill elevation of the emergency basin is elevation 315 MSL. When the basin reaches this level, the operator in charge of filling the basin must close the inlet valve. In order to provide a warning against over-filling the basin, a high water float and alarm will be provided at elevation 315. In order to drain the basin, the drain valve to the pump station must be opened in a throttled position. By throttling the drain valve, the pump station will not be overloaded with flow. In the event that the drain valve was to be opened fully, the level would equalize into the wet well. With a maximum water level at elevation 315, the basin will be lined with an HDPE liner to elevation 316 to provide 1-foot of freeboard.

Since the basin is not anticipated to be used except in a dire emergency and does not hold water on a permanent basis, it will generally exist as a grassed area on the site. The sizing of the adjoining pump station is such that any wastewater that must be temporarily diverted into the emergency holding basin is capable of being pumped back out of the basin and into the regional forcemain within a few days. Therefore, no detrimental impacts due to septicity of the wastewater or other deleterious effects are expected to exist. Since the basin is lined, there will be no negative impacts to the groundwater and any remaining residuals as a result of the usage of the basin will be assimilated into the grass over a short time as a nutrient.

The estimated opinion of probable cost for the pump station and lagoon closure project including the construction of the new emergency holding pond is $3,251,877.
3. **FINANCING STRATEGY AND FEASIBILITY**

The cost for the project will be financed through a State Revolving Fund (SRF) loan and will be repaid using proceeds from the customer rates and fees generated from the I-20 wastewater service area. Approval of the SRF loan is pending and will be contingent on the amendment of the 208 plan by the CMCOG to allow the existing I-20 WWTP site to be re-used as an emergency holding basin by the Town of Lexington.

4. **FISCAL OR ENGINEERING IMPACTS ON EXISTING FACILITIES**

There are no potential negative fiscal impacts or engineering impacts to the existing facilities for the construction of a new emergency holding pond other than if the pond is not allowed to be constructed. If the pond is not allowed to be an emergency holding pond, then the area will be opened up to the waterway and will be repurposed into a stormwater detention pond to prevent any increase of stormwater runoff from the original treatment plant area which was previously contained. If that is the case, the detention pond will provide no protection from spillage into the environment in the case of a problem with the forcemain or pumping station.

There are positive benefits to having an emergency holding basin that give the Town's operation staff some amount of time to deal with an emergency without risking the eventuality of an overflow of raw wastewater to the environment. There are also positive fiscal impacts in the event of an overflow of raw wastewater and the costs for cleanup of such an event.
5. ASSOCIATED ENVIRONMENTAL RISKS AND IMPACTS

The project area is located in an area that has been previously disturbed and is currently being used for the wastewater treatment lagoon. Land clearing will be minimal and short-term, minor disturbances associated with construction, such as traffic interference, noise, dust, vegetation loss, erosion and sedimentation, will be minimized through the use of best management practices. Wetlands and streams that lie in proximity to the proposed lines have been identified and delineated in the field. It should be noted that SCDHEC has determined that the nature of this project is such that a full environmental review is not warranted and that the Preliminary Engineering Report is exempt from environmental review requirements due to its categorical exclusion.

Furthermore, construction of a lined emergency storage basin will provide protection from any further potential groundwater contamination and will also allow for the protection of the surrounding waterways from contamination in the event of a problem with the 24" forcemain or pumping station. Without the construction of the new basin, there is a much greater risk of introducing raw wastewater into the environment in the event of a problem with the wastewater forcemain or pumping stations.

Since the basin is not anticipated to be used except in an emergency and does not hold water on a permanent basis, it will generally exist as a grassed area on the site with no negative environmental impacts. The sizing of the adjoining pump station is such that any wastewater that must be temporarily diverted into the emergency holding basin is capable of being pumped back out of the basin and into the regional forcemain within a few days. Therefore, no aeration or other form of treatment is being installed in the basin and the basin will not be any part of a treatment process and is not anticipated to contribute any odors as a result of its existence. Any remaining wastewater residuals left after using the
emergency basin should be assimilated as a nutrient over time into the grass that is grown within the basin.

6. PROJECT JUSTIFICATION AND NEED

By transporting the I-20 System’s flow to the Cayce Regional WWTP via the temporary pump station that is currently in operation, discharge into the Lower Saluda River has been eliminated, a significant component of the Central Midlands 208 Plan has been realized, and water quality parameters (including fecal coliform) have been improved. Per DHEC regulations, once a wastewater treatment facility’s NPDES discharge permit is terminated it must be closed out. However, at this time the I-20 lagoon serves as a wet well for the temporary pump station and cannot be closed out. Therefore, following completion of the proposed pump station, the existing lagoon can then be drained and closed out in accordance with DHEC regulations.

Inasmuch as the Town utilizes a single forcemain to transmit all of its wastewater to the City of Cayce WWTP, construction of an emergency holding basin at the site of the existing WWTP provides a much needed contingency plan in the event of a line rupture or other pump station problem. Without this pond, the Town has no ability to store wastewater for even a short duration while a repair is being made.

7. DISCUSSION OF ALTERNATIVE OPTIONS

In order to provide an discussion of alternatives, there are only two (2) scenarios available. The CMCOG can either approve the Town’s request or not and both were considered and are summarized as follows:

The first alternative is considered as a “no action” alternative which would be the case if the CMCOG does not approve this amendment. The I-20 pumping station
would still be constructed at the site of the existing lagoon, but there would be no emergency holding pond. If the pond is not allowed to be an emergency holding pond, then the existing pond area would need to be opened up to drain into the waterway and repurposed into a stormwater detention pond. The detention pond would be necessary to prevent any increase of stormwater runoff from the original treatment plant area after the construction of the new I-20 pump station. The post developed runoff would be required to be no more than previously existed from the site which was previously contained by the wastewater lagoon. If that is the case, the detention pond will provide no protection from spillage into the environment in the case of a problem with the forcemain or pumping station. The costs for converting the existing lagoon into a detention pond for stormwater are comparable to the costs for constructing the basin as a new emergency holding basin.

In this "no action" scenario, the Town of Lexington does have an option to construct an emergency holding pond on adjoining land that was not previously a wastewater treatment facility without needing the 208 plan to address the emergency basin specifically. However, they would have to purchase the adjoining property and would then have no use for the existing treatment plant property that they have acquired from CWS. The costs to construct an emergency holding basin at another site would be substantially more than the cost of constructing the basin at the location of the existing lagoon which will need to be cleaned out regardless of its usage. Furthermore, if the Town were to construct an emergency holding pond at another location than adjacent to the pumping station would also require the construction of yet another pumping station to be able to empty the holding pond after its usage.

The second alternative is the Town’s proposed plan to construct a permanent pump station as discussed previously, with subsequent closure of the existing lagoons and constructing a new emergency holding pond immediately adjacent
to the pump station in the area of the existing wastewater lagoon. This alternative includes capital costs associated with construction of a new submersible pump station, yard piping improvements, demolition of the existing lagoon facilities, sludge removal via dredging, sludge disposal at an approved landfill, and construction of a new HDPE-lined emergency wastewater basin.

This alternative is the most viable and practical option. The Town approach is similar to the approaches used by the Joint Municipal Water and Sewer Commission in their closure of their Old Barnwell WWTP and the City of Cayce in their closure of their existing WWTP which provide each of those entities with emergency holding in the event of a catastrophe. The existing lagoon site is not suitable for any other beneficial usage as it is low and surrounded by wetlands and there is not practical reason that it should not be able to be used in an emergency to prevent introduction of raw wastewater to the environment.

8. TIMING AND PHASING OF THE PROJECT

The Town has already begun the first phase of shutting down the l-20 WWTP with the installation of temporary pumping equipment and elimination of the discharge from the facility into the Lower Saluda River. The next phase of this project is the construction of the permanent pump station to replace the l-20 WWTP and the corresponding closeout and repurposing of the lagoon into a new lined emergency holding pond. The plans and specifications for the project are already being reviewed by SCDHEC and it is expected that a construction permit will be issued before July 31, 2018. Once the construction permit has been issued and the loan commitment letter has been received, the Town will bid the construction and it is anticipated that the construction time will be 12-18 months after start of construction. Therefore, it is anticipated that this project will be completed at the end of 2019 or the start of 2020. The approval of the use of the
existing site for a new emergency holding basin is critical to the timing of the project.

This phase of the acquisition of the CWS facilities are just the first steps in the ultimate improvement of the wastewater collection facilities in this service area. We are planning other major improvements to the existing infrastructure over the next five years.

9. CONCLUSION

The Town of Lexington has embarked on a journey that will help the CMCOG to realize a longstanding goal in the 208 Water Quality Management Plan for the I-20 WWTP to be closed and connected to the regional wastewater treatment system for Lexington County. As part of the Town's efforts to help achieve that goal, the Town respectfully requests that the 208 Water Quality Management Plan be amended to specifically address allowing the Town of Lexington to construct an emergency holding basin at the location of the existing I-20 WWTP in accordance with the R 61-67 regulations. Also, since the Town of Lexington has taken possession of the CWS facilities in the I-20 WWTP service area, the Town also requests that the 208 Water Quality Management Plan be amended to reflect that the I-20 WWTP management and service area is now managed by the Town of Lexington and no longer by Carolina Water Service.

The Town requests that these changes be made as soon as possible so that the project will not be delayed.
MEMORANDUM

TO: CMCOG Board of Directors

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

DATE: August 16, 2018

SUBJECT: 208 Plan Amendment: CWS Friarsgate Consolidation and Continued Use of Equalization Basin

REQUESTED ACTION
CMCOG staff will introduce a 208 plan amendment request to allow Carolina Water Service (CWS) to continue using their existing equalization basin as a part of their plans to close out the Friarsgate WWTP and eliminate their Saluda River discharge through an interconnection with the City of Columbia regional collection system. The CMCOG Environmental Planning Advisory Committee (EPAC) recommended approval of this plan amendment request at their July 25, 2018 meeting.

PROJECT BACKGROUND
As required by Consent Order 16-039-W, executed by SCDHEC and CWS on December 22nd, 2016, the CWS Friarsgate WWTP is in the process of consolidating its flow with the City of Columbia Metro WWTP. CWS and City of Columbia have reached an agreement whereas CWS will continue to maintain and operate the collection system and provide equalization and pumping to deliver flow to the City of Columbia gravity collection system. This would eliminate the discharge of the Friarsgate WWTP into the Saluda River.

As part of tying onto the regional collection system, City of Columbia supports the continued use of the Friarsgate WWTP equalization basin to equalize incoming flow and serve as peak flow storage. Per SCDHEC regulations “Conversion of existing wastewater treatment facilities to other basins such as equalization basins or storage basins shall only be considered by the Department for approval when explicitly identified in the applicable 208 Water Quality Management Plan.” This action is currently not explicitly supported in the Central Midlands 208 Water Quality Management Plan.
CWS and the City of Columbia are formally requesting the 208 water quality management plan be amended to comply with this SCDHEC regulation by explicitly supporting the interconnection of the Friarsgate WWTP with the City of Columbia collection system and to maintain service of the equalization basin.
July 18, 2018

Mr. Gregory Sprouse
Central Midlands Council of Governments
Director of Research, Planning, and Development
260236 Stoneridge Drive
Columbia, SC 29210

RE: The 208 Water Quality Management Plan for the Central Midlands Region

Dear Mr. Sprouse:

The purpose of this letter is to fulfill the requirements to request an initiation of the amendment process for the 208 Water Quality Management Plan for the Central Midlands Region (208 Plan). As we have discussed previously, Carolina Water Service (CWS) is working towards interconnecting the Friarsgate Wastewater Treatment Plant (WWTP) to the City of Columbia's regional collection system. Per DHEC regulations "Conversion of existing wastewater treatment facilities to other basins such as equalization basins or storage basins shall only be considered by the Department for approval when explicitly identified in the applicable 208 Water Quality Management Plan." To comply with DHEC regulations, CWS would need an amendment to the 208 Plan to facilitate acquiring the necessary construction permits to interconnect the facility with the City and keep the equalization basin in service. The equalization basin will stay in service after interconnection to manage peak demand flows. CWS is formally requesting to initiate the 208 Plan amendment process for continued use of the equalization basin at the Friarsgate WWTP after interconnecting with the City of Columbia's collection system.

CWS is proposing an amendment to be added under Section 4. Regional Policies - Elimination of Discharges and Consolidation of Facilities. At the end of the Policy Section, CWS is requesting an amendment to add the following language:

"If connection to a Regional Facility requires or is contingent on equalized flow, the construction of new or modification of existing structures to provide an equalization basin are authorized. Sludge disposal from such facilities must comply with Regulation 61-9.503 and Regulation 61-9.504."

Below is a list which provides the additional requirements for an amendment to the 208 Plan:

1. The 208 Plan requires that all plan amendments be sponsored by a designated management agency.

Attached as Appendix A is a letter of support from the City of Columbia regarding the proposed amendment.
2. Detailed description and scope of the project;

The Friarsgate WWTP currently serves the Friarsgate community in Irmo, SC (see Appendix B: Friarsgate Area System Map). The objective of the Friarsgate WWTP Improvements project is to divert the wastewater from the Friarsgate WWTP to the City's Metro WWTP for treatment.

The scope of this project is as follows:

a. Construction of a new wastewater lift station at the Friarsgate WWTP with bar screen and flow measurement
b. Diversion of influent wastewater flow from the existing pump station to the new pump station via an existing 20" gravity sewer
c. Regrading and rehabilitation of the existing equalization basin for peak flow storage
d. Diversion of effluent flow from new pump station to existing 10" effluent force main
e. Connection of existing effluent force main to City of Columbia's 28" gravity sewer along Nursery Rd., which continues to the City's Metro WWTP

3. Preliminary engineering data regarding facility design and cost;

Appendix C provides a site plan of the proposed modifications to the existing Friarsgate WWTP. The modifications include the construction of a new pump station, modifications to two (2) existing manholes, along with the installation of one (1) new manhole, to divert the incoming flow from the existing pump station to the proposed pump station, and changes to the existing equalization basin. Appendix D shows the connection of the existing Friarsgate WWTP effluent force main to the City of Columbia's 28" gravity sewer. The total estimated construction cost for this project has yet to be determined.

4. Potential fiscal or engineering impact on existing facilities, if any;

The implementation of this project will not impact the existing facilities at the Friarsgate WWTP or the existing facilities at the City of Columbia's Metro WWTP. Once this project is complete, the existing treatment facilities at the Friarsgate WWTP will be decommissioned, and the proposed pump station and equalization basin will be the only installations in service at the site.

5. Associated environmental risks or impacts;

No adverse environmental risks or impacts will result from this project. This project eliminates the environmental risks associated with the current discharge into the Saluda River from the Friarsgate WWTP. This project will also have a positive impact to the environment by utilizing the City of Columbia's Metro Wastewater Treatment Plant for treatment of wastewater from the Friarsgate WWTP.

6. Project justification or need;

The Friarsgate WWTP is currently under Consent Order 16-039-W, which was executed by SCDHEC and CWS on December 22, 2016. The Consent Order was issued in response to E. Coli exceedances.
from the Friarsgate WWTP in 2016. This project addresses the requirements outlined in the Consent Order by diverting the wastewater to the City of Columbia for treatment and thereby eliminating any discharges into the Saluda River.

7. Summary examination of alternative options, where appropriate; and

After discussions with another regional provider, no other alternative options were identified.

8. Timing and phasing of the project or proposal.

This project is currently in the preliminary design phase. CWS has finalized the interconnection agreement with the City of Columbia. Once approval for this project has been granted and all contracts have been finalized with the engineering firm and the general contractor, the design of the project elements is anticipated to take approximately 3-4 weeks. The construction associated with this project is anticipated to take approximately 6 months.

Thank you for your consideration of the Company’s request for an amendment to the 208 Plan. If you have any questions or would like any additional information, please do not hesitate to contact me by email at mrcartin@uiwater.com or by phone at (803) 960-5405.

Sincerely,

Michael Cartin
Director, External Affairs and Strategy
Carolina Water Service, Inc.

Enclosure

Cc: Clint Shealy, PE, City of Columbia
    Kyle Maurer Sr., PhD, PE, DHEC
July 13, 2018

Mr. Gregory Sprouse, Director of Research, Planning and Development
Central Midlands Council of Governments
236 Stonoridge Drive
Columbia, SC 29210

RR: Letter of Support for Wholesale Wastewater Service
Carolina Water Service, Inc. – Friarsgate Wastewater System

Dear Mr. Sprouse:

As you are aware, the City of Columbia (dba Columbia Water) has been in negotiations with Carolina Water Service, Inc. (Carolina Water) to provide wholesale wastewater conveyance and treatment for the Friarsgate Wastewater System. We have reached agreement in principle and the final agreement is pending City Council approval, which is anticipated on July 17, 2018.

Under this agreement, Carolina Water will continue to operate and maintain its wastewater collection system and provide equalization and pumping to deliver flow to Columbia Water’s gravity collection system. Columbia Water will provide conveyance from the connection point to our Metro Wastewater Treatment Plant, where treatment for this flow will be accomplished prior to discharge into the Congaree River. This arrangement will effectively eliminate the existing Carolina Water discharge into the lower Saluda River.

The purpose of this letter is to state Columbia Water’s support of the proposed project, including the use of a basin at the existing Carolina Water Wastewater Treatment Plant to equalize flow into the Columbia Water collection system. Furthermore, we offer the following language modification to the current 208 Plan under Section 4. Regional Policies – Elimination of Discharges & Consolidation of Facilities:

At the end of the Policy section, add “If connection to a Regional Facility requires or is contingent on equalized flow, the construction of new or modification of existing structures to provide an equalization basin is authorized. Sludge disposal from such facilities must comply with Regulation 61-9.503 and Regulation 61-9.504.”
Thank you for consideration of this request and we look forward to working together to improve the environment and quality of life for the citizens of the midlands. Please let me know if you have any questions.

Very truly yours,

[Signature]

Clint E. Shealy, P.E.
Assistant City Manager
Columbia Water

cc: Joey Jaco, P.E., Director of Utilities
    Michael Cartin, Carolina Water Service, Inc.
2) The Contractor shall verify all information.

3) The Contractor shall be responsible for necessary construction easements.

Nearest cross street: Wilton Hill Rd.

Nearest cross street: Bishopgate Rd.
DATE: August 17, 2018
TO: CMCOG Board of Directors
FROM: Benjamin J. Mauldin, Executive Director
SUBJECT: Executive Director’s Report

1. **Grant Management Training**
   Central Midlands Council of Governments and Grant Writing USA will present a two-day grants management workshop at the COG, October 15-16, 2018. 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-2018.html](http://grantwritingusa.com/grants-training/grant-management-workshops/columbia-south-carolina-october-2018.html)

   CMCOG may have several complimentary seats available for our member governments. Contact Jessica Foster at jfoster@cmcog.org or 744-5156 if you are interested in the training.

2. **Ethics Training**
   The SC Ethics Commission will be providing an educational and training forum at the Central Midlands COG on **November 7, 2018**. The SC Ethics Commission will be inviting all required persons (persons who must file a statement of economic interests) to the training event. Please be on the lookout for this invitation in the upcoming weeks.

3. **Carolina Crossroads Public Hearing**
   The SCDOT will be holding a Public Hearing on Thursday, August 23, 2018 to present the Draft Environmental Impact Statement (DEIS) and the Recommended Preferred Alternative. At this time, the public can provide comments and provide input into the review of the DEIS.

   Interactive display maps showing details of the Recommended Preferred Alternative and the DEIS will be available for your review, and the project team will be available to answer questions. The meeting will be an open house format; however, members of the public will have the opportunity to make verbal comments during the formal periods at 12:30 p.m., 3:00 p.m. and 6:00 pm.

   *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](http://www.centralmidlands.org)
Date: Thursday, August 23, 2018

Time: 11:00 a.m. — 7:00 p.m. Open House
Formal verbal comments will be heard at 12:30 p.m., 3:00 p.m. & 6:00 p.m.

Location: Columbia Conference Center
169 Laurelhurst Avenue
Columbia, SC 29210

Those unable to attend may view meeting materials and provide comments online from August 3 to September 17 using the following link:
http://www.scdotcarolinacrossroads.com/onlinemeeting5/

Comments on this Draft EIS are due by September 17, 2018 and should be sent to the following address:

Carolina Crossroads Corridor Improvement Project
C/O South Carolina Department of Transportation
Mega Projects Division, Room 122
PO Box 191
Columbia, SC 29202-0191

Alternatively, you can send comments to info@CarolinaCrossroadsSCDOT.com or leave a comment here:
http://www.scdotcarolinacrossroads.com/onlinemeeting5/
To Read the DEIS: http://www.scdotcarolinacrossroads.com/DEIS/

4. CMCOG Area Agency on Aging: Senior Needs Assessment
The CMCOG AAA is conducting a region-specific needs assessment to determine the needs of seniors in the Central Midlands Region. Please take a moment and complete the survey so that the Central Midlands Area Agency on Aging can find ways to better serve seniors in our area.

Please use the link below to take online:
https://www.surveymonkey.com/r/HBGLJJJ

This survey will be available to complete through October 31, 2018.