



Development and Services Committee

Dalhi Myers	Yvonne McBride	Calvin "Chip" Jackson	Gwen Kennedy	Seth Rose
District 10	District 3	District 9	District 7	District 5

February 28, 2017 - 5:00 PM
2020 Hampton St.

Call to Order

Election of Chair

Approval of Minutes

- 1 December 20, 2016 [PAGES 4-5]

Adoption of Agenda

Items for Action

- 2 Policy for Monitoring and Distributing County funds to Non-County Entities [PAGES 6-26]
- 3 Designating a "Cultural and Historic Room" in the Decker Center [PAGES 27-38]

- 4 Funding the 2017 South Carolina Guard Air & Ground Expo [PAGES 39-51]
- 5 Award of the contract for the Three Creeks Debris Removal Project [PAGES 52-89]
- 6 Award of the Columbia High / Sandel Elementary Sidewalk Project [PAGES 68-77]
- 7 Council Motion: Recovery of Funds from Sexually Oriented Businesses [PAGE 78]

Adjournment



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

RICHLAND COUNTY COUNCIL SOUTH CAROLINA



DEVELOPMENT & SERVICES COMMITTEE

December 20, 2016
5:00 PM
County Council Chambers

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

CALL TO ORDER

Ms. Dixon called the meeting to order at approximately 5:00 PM

APPROVAL OF MINUTES

Regular Session: November 17, 2016 – Mr. Jackson moved, seconded by Mr. Malinowski, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Jackson moved, seconded by Mr. Malinowski, to adopt the agenda as published. The vote in favor was unanimous.

ITEMS FOR ACTION

Conservation Department: Intergovernmental Transfer of Funds for Owens Field Park Project – Mr. Jackson moved, seconded by Mr. Malinowski, to forward this item to Council with a recommendation to approve a transfer of \$49,000 from Richland School District 1 to the County which will then be transferred to the City of Columbia for ongoing work on the Owens Field Park project, contingent upon a signed intergovernmental agreement between the County and the District. This contribution of funds is much needed to complete the stormwater improvements on county-owned land. The vote in favor was unanimous.

Council Motion: Utility Service Providers – Executive Session – Mr. Madden stated this item is before you based on a motion by Mr. Malinowski requesting that all municipalities that wish to extend water service in the unincorporated areas of the County request permission from Council prior to do so. At the last committee meeting, the committee directed staff to re-transmit a letter previously sent to the City of Columbia requesting that.

Mr. Malinowski inquired if there is any legal recourse available to the County to get the customers back the City of Columbia took.

Council Members Present

Julie-Ann Dixon, Chair
District Nine

Bill Malinowski
District One

Seth Rose
District Five

Norman Jackson
District Eleven

Others Present:

Kevin Bronson
Brandon Madden
Michelle Onley
Kimberly Williams-Roberts
Shahid Khan
Nancy Stone-Collum
Quinton Epps
Janelle Ellis
Daniel Driggers
Larry Smith
Gerald Seals

Mr. Smith stated getting the customers back may be a challenge. The issue is how to prevent further intrusion into the service area going forward as opposed to getting the customers back. In order to do so, the County would need to seek an injunction to enjoin the City of Columbia or seek a declaratory judgment action.

Mr. Malinowski moved, seconded by Mr. Jackson, to forward this matter to the 2017 Council Retreat. The vote in favor was unanimous.

ADJOURNMENT

The meeting adjourned at approximately 5:16 PM.

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council

Richland County Council Request of Action

Subject:

Policy for Monitoring and Distributing County funds to Non-County Entities



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 2 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Administrator's Office

Department: Administration

Item Subject Title: Policy for Monitoring and Distributing County funds to Non-County Entities.

Action Taken by Committee previously: None. This is the first time this item has appeared before the Committee.

Options:

1. Proceed with recommending Council approve the policy for monitoring and distributing county funds to non-county entities as presented.
2. Do not proceed with recommending Council approve the policy for monitoring and distributing county funds to non-county entities.

Motion Requested Today: Recommend that Council approve the policy as presented.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: N/A.

Capital Budget: N/A.

Funding Amount/Source: Policy decision of Council with no associated financial impact.

Requested by: Administrator's Office

Staff Representative: Gerald Seals, County Administrator

Outside Representative: None.

List of Attachments:

1. Council Memorandum 2 - 6

2/15/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

N/A
Council District



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

COUNCIL MEMORANDUM 2 - 6

To: Council Members
From: Gerald Seals, County Administrator
Date: February 15, 2017
Subject: Policy for Monitoring and Distribution of County Funds to Non-County Entities

During its December 6, 2016 Council meeting, County Council, by motion, directed the County Administrator to:

- Review and propose a policy concerning the annual allocation and distribution of County funds to non-County entities for the consideration of County Council.
- Create a more detailed reporting method to assure complete transparency in how individuals/groups receiving Richland County funds spend them.

The framework for the recommended policy was outlined in Council Memorandum 1 – 2, which transmitted the results of the internal audit report of the County’s hospitality tax program and is attached to this memorandum as Appendix A.

Appendix B transmits the recommended policy for monitoring and distributing County funds to non-County entities. Your attention is directed to the following features of the recommended policy:

- All non-County entities awarded County funds through its promotional and community services-based funding initiatives, including the Hospitality Tax, Accommodations Tax and Discretionary grant programs are required to comply with the following requirements prior to receiving any funding:
 - Submit a completed grant application or a funding narrative outlining the purpose and intent of the project or program detailing the use of the Council awarded funding to support the funded project or program.
 - Submit a signed grant agreement
 - Provide proof of non-profit status
 - Submit a copy of current Richland County Business License. - If it is determined that a Richland County Business License is not needed, a copy of the completed Business License Assessment Survey form is required.

- In order to receive allocated funding, non-County entities must submit the following documents:
 - A payment request form
 - The payment request form must include invoices and proof(s) of payment to reimburse costs incurred.
 - Up to 75% of the allocated funding will be provided upfront. The remaining 25% or the balance of the allocated will be provided once a Mid-Year report is submitted, reviewed and approved by the Grants Manager.
 - Organizations that are requesting the allocated funding upfront must include price quotes for the planned expenditures.
 - All invoices, quotes and proofs of payment must equate to the amount being requested and approved upon review of the Grants Manager.
 - All expenditures or planned expenditures must be made with businesses that have a valid Richland County Business License.
- Noncompliant organizations are subject to a review process overseen by the Richland County Grants Manager and the Office of Administration to determine if the organization has reached a level of noncompliance
- There are two levels (Level 1 and Level 2) of noncompliance, each with a progressive level of corrective action
- All organizations that reach Level 2 noncompliance are reported to Richland County Administration and County Council.
- At the end of each fiscal year, the Grants Manager will conduct an internal audit to allow staff to test the efficiency of its internal controls for administering County Council allocated funds in accordance with the established guidelines and requirements. The results of the audit, along with any recommended improvements to this policy, will be shared with Council for its consideration.

It is suggested that vetting of the details of the recommended policy proceed through the County's committee system.

In the Spirit of Excellence,



Gerald Seals

Appendix A - Council Memorandum 1 – 2



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

COUNCIL MEMORANDUM 1 – 2

To: County Council
From: County Administrator Gerald Seals
Date: January 12, 2017
Subject: Internal Audit of the Hospitality Tax Program

January 18, 2017 – This Council Memorandum has been amended pursuant to a letter I recently received from the South East Rural Community Outreach (SERCO) Organization regarding the Historic Harriet Barber House. This historic property is listed in the National Register for historic properties. The County has provided “seed” funding through the Hospitality Tax program to SERCO to promote historical assets and events in the Lower Richland community of the County, including the Historic Harriet Barber House, Kensington Mansion and Congaree National Park.

This memorandum transmits the results of the December 30, 2016 internal audit of the hospitality tax program and shares my corrective recommendations. The audit report is attached for your review.

The audit does not find that the program itself is wrongheaded or fraught by corruption. My review of the report reveals three takeaways:

Takeaway #1: The program is responsive and adaptive

The program facilitates or closes funding gaps that have resulted in successes in local organizations such as the Columbia Museum of Art, EdVenture, Township Auditorium and Historic Columbia.

Takeaway #2: The program is misunderstood at best

The program uses a funding system that is based on contemporaneous processing on three levels.

- Level 1 – Addresses funding gaps experienced by County Promotional Entities.
- Level 2 – Grants funding via the Hospitality Tax Advisory Committee.
- Level 3 – Provides “seed” funding through advocacy based initiatives.

Takeaway #3: The need for a more developed system of internal controls

The seed funding provides financial support for initiatives upfront. A central principal of “seed” funding is incubation. How long the need for incubation is largely unknown upfront. However, it upfront and during incubation where the Level 3 initiatives are most vulnerable, potentially misunderstood and subject to doubt about their viability.

This is also the time where enablement should come via staff’s facilitation at two points:

1. Upfront – staff should provide assistance in the submission of a funding application and identify measures by which the initiatives can be judged in the future.
2. Reporting – staff should perform routine audits relative to the initiatives.

Direction has already been given to staff so that these two facilitative actions can be added to the compliance efforts.

It is noteworthy that the incubation of initiatives provided “seed” funding for such efforts now beloved by the community.

- The Columbia Museum of Art has developed into an organization that received the 2016 National Medal for Museum and Library Service, the nation’s highest honor given to museums and libraries for service to their communities.
- South East Rural Community Outreach (SERCO) is an organization that received “seed” funding to promote historical assets in the Lower Richland community of the County. The South Carolina African American Heritage Commission awarded SERCO its Preserving Our Places in History Award for organizations in 2011.
- Other examples of past funding initiatives that are successes include EdVenture, and the Township Auditorium

In light of the aforementioned need for this program, no operational changes to the program are recommended. The checks and balances of the program are provided by Council as the allocation of funding is not done by one Councilmember. Instead, a majority vote of approval is needed to set fiscal policy and enable funding initiatives. Staff will work to improve the programmatic internal controls and assume a more proactive approach in handling the incubation process. These internal enhancements are needed to prompt increased compliance and will be installed prior to the beginning of Biennium Budget I.

In the Spirit of Excellence,



Gerald Seals

Appendix B - Recommended policy for monitoring and distributing County funds to non-County entities

**Richland County Government
Policies and Procedures Manual**

Title: Monitoring and Distribution of County Funds to Non-County Entities
Department: Policy Number: AD-XXX
Effective Date: Month X, 2017

I. Purpose

To establish a standardized set of internal controls for monitoring the distribution of County funds to non-County entities through the County's current promotional and community services-based funding initiatives, including the Hospitality Tax, Accommodations Tax and Discretionary grant programs. The purpose of the protocols outlined in this document is to:

- A. Ensure proper oversight of all funds appropriated by the County to non-County entities.
- B. Minimize the County's risk of non-compliance by non-County entities with the County's requirements.
- C. Ensure proper administration and accounting of all grant funds.
- D. Provide effective and excellent stewardship of taxpayers' money

II. Definitions

- A. Accommodations Tax Grants – grants that provide financial support to non-profit organizations and groups that fund tourism and tourism-related projects and events.
- B. Accommodations Tax Advisory Committee – A committee of seven members who are appointed by a majority vote of County Council that reviews Accommodations Tax grant applications and makes funding recommendations to County Council. The majority of the members must be from the hospitality industry and at least two members must be from the lodging industry and one member must represent cultural organizations.
- C. Hospitality Tax Grants – grants that provide financial support to organizations and projects whose primary mission is to attract tourists by promoting dining and overnight accommodations in unincorporated areas of Richland County.
- D. Hospitality Tax Advisory Committee - A Committee of five members who are appointed by a majority vote of County Council that reviews Hospitality Tax grant applications and makes funding recommendations to County Council. At least two committee members must be representative of the restaurant industry.

- E.** Discretionary Grants – grants that provide financial support to nonprofit or charitable organizations providing services to the citizens of Richland County.
- F.** Discretionary Grants – A committee of seven members that reviews Discretionary Grant applications and makes funding recommendations to County Council. The committee members are made up of Richland County Government employees and two members of County Council.
- G.** Grant Application – Application submitted by an organization for consideration of funding by the County.
- H.** Grant Agreement – Agreement between the County and the grantee outlining the conditions of accepting County funds.
- I.** Grant Manager – County staffer responsible for monitoring the funding provided to non-County entities.
- J.** Level 1 Funding – Funding provided to non-County entities to address funding gaps experienced by County Promotional entities and Community Service based organizations.
- K.** Level 2 Funding – Grants funding to organizations via the Hospitality Tax Advisory Committee, Accommodations Tax Advisory Committee and / or the Discretionary Grant Committee.
- L.** Level 3 Funding - Provides “seed” funding to organizations through Council advocacy based initiatives.
- M.** “Seed” Funding – Funding provided to developing organizations to facilitate the success of their projects or programs.
- N.** Grantee – Any non-County entity that was allocated funding by County Council.
- O.** Fund Recovery – The process utilized by County staff to recover funds provided to a non-County entity that were not utilized properly.
- P.** Non-compliant - A grantee that is being reviewed by the Grants Manager for one of the following actions:
 - 1.** Provisions of the grant guidelines and signed grant award agreement are not met;
 - 2.** Required Mid-Year and Final Reports are not provided by their due date;
 - 3.** Grant funds are not spent in accordance with the guidelines and/ or procedures identified in the Accommodations Tax, Hospitality

Tax and / or Discretionary Grant and/or have no back up invoices;

4. Grant funds are spent on items not eligible for grant funding;
5. Reporting requirements are not met;
6. Grant-required tasks/activities are not conducted according to the established requirements or as outlined in grant application; and / or
7. Other identified delinquencies exist

Q. Noncompliance – A status given to a grantee after a review of their funding expenditures resulted in being noncompliant with the County’s grant requirements.

III. Policy Statements

A. It is recognized that the funding is awarded to non-County entities by Council through a funding system that is based on contemporaneous processing on three funding levels:

1. Level 1 – Addresses funding gaps
2. Level 2 – Grants funding via grant review Committees
3. Level 3 – Provides “seed” funding for advocacy based initiatives
 - a. Staff expectations: Organizations funding on level 3 are fledgling and staff will provide incubation assistance in the form of formal grant training workshops, expenditure tracking best practices and capacity building assistance.

Organizations funding through any of the aforementioned levels are subject to the policy stipulations herein.

B. It is the policy of Richland County Government that all funding awarded to the entities shall be used in accordance with all applicable Federal and State Laws and Richland County Ordinances.

C. Instances of malfeasance and / or misuse of funding provided by Council to non-County entities will be reported to County Council for its consideration.

IV. Distribution Procedure

A. Non-County Entity Requirements:

All non-County entities awarded County funds through its promotional and community services-based funding initiatives, including the

Hospitality Tax, Accommodations Tax and Discretionary grant programs are required to comply with the following requirements prior to receiving any funding:

1. Submit a completed grant application or a funding narrative outlining the purpose and intent of the project or program detailing the use of the Council awarded funding to support the funded project or program.
2. Submit a signed grant agreement
3. Provide proof of non-profit status or fall into one of the following categories:
 - a) Organizations exempt from federal income tax under Section 501(C)(3) of the Internal Revenue Code and whose primary goal is to attract additional visitors through tourism promotion. The letter of exemption from the Internal Revenue Service must accompany your proposal/application.
 - b) Destination Marketing Organizations, which are recognized non-profit organizations charged with the responsibility of marketing tourism for their specific municipalities, counties or regions, such as Chambers of Commerce, Convention and Visitors Bureaus and Regional Tourism Commissions.
4. Submit a copy of current Richland County Business License. - If it is determined that a Richland County Business License is not needed, a copy of the completed Business License Assessment Survey form is required. (Exhibit 2)

B. Eligibility of Non-County Entities

In order to be eligible for receiving County funds, non-County entities must meet all of the following requirements:

1. Applicant organizations must have been in existence for at least one (1) year prior to requesting funds.
2. Applicants must provide proof of their non-profit status or fall into one of the following categories:
 - a) Organizations exempt from federal income tax under Section 501(C)(3) of the Internal Revenue Code and whose primary goal is to attract additional visitors through tourism promotion. The letter of exemption from the Internal Revenue Service must accompany your proposal.
 - b) Destination Marketing Organizations, which are recognized non-profit organizations charged with the responsibility of marketing tourism for their specific municipalities, counties

or regions, such as Chambers of Commerce, Convention and Visitors Bureaus and Regional Tourism Commissions.

3. Religious organizations may receive funding; however, Richland County may not sponsor nor provide financial support to a religious organization in a manner which would actively involve it in a religious activity (i.e. public funds must not be used for a religious purpose). Thus, any funds provided must be solely utilized for secular purposes and the principal or primary goal of the sponsored activity must not be to advance religion.
4. Grantee organizations may not re-grant County funds to other organizations. All funds must be spent on direct program expenditures by the organization that is granted the allocation.
5. Beginning in FY18, all organizations that use a fiscal agent to administer grant funded projects through the Hospitality Tax grant program can only do so for one fiscal year, after which they must have a 501 (c) (3) tax exempt status to receive future Hospitality Tax grant funds from the County.
6. No grant application will be accepted from any applicant who has not successfully completed the terms of all previous grant agreements regardless of when the previous grant was awarded.
7. If based upon reasonable evidence, an applicant has presented false or misleading information on any aspect of an application, the board shall censure the applicant and declare the applicant ineligible for future grants from the County for a fixed period of at least two fiscal years.

C. Request for Payment:

In order to receive allocated funding, non-County entities must submit the following documents:

1. A payment request form (Exhibit 1- Example of Hospitality Tax Grant Payment Request Form)
2. The payment request form must include invoices and proof(s) of payment to reimburse costs incurred.
3. Up to 75% of the allocated funding will be provided upfront. The remaining 25% or the balance of the allocated will be provided once a Mid-Year report is submitted, reviewed and approved by the Grants Manager.
4. Organizations that are requesting the allocated funding upfront must include price quotes for the planned expenditures.

5. All invoices, quotes and proofs of payment must equate to the amount being requested and approved upon review of the Grants Manager.
6. All expenditures or planned expenditures must be made with businesses that have a valid Richland County Business License.

V. Reporting and Monitoring

- A. Mid-Year Report:** All organizations that have received grant funding from the County must submit a complete Mid-Year report by January 31.
- B. End-Year Report:** All organizations that have received grant funding from the County must submit a complete End-Year report by July 31.

VI. Noncompliance Protocols

Once identified as noncompliant, the grantee is subject to a review process overseen by the Richland County Grants Manager and the Office of Administration to determine if the organization has reached a level of noncompliance. The noncompliance process provides assistance to the grantee to re-establish a status of compliance. However, if a grantee's actions do not re-establish a status of compliance, Richland County may initiate the grant funds recovery process. The grant funds recovery process typically involves actions by Richland County designed to recover funds awarded through the grant agreement. A grantee remains in noncompliant status until all delinquencies are resolved.

A. Noncompliance Levels: There are two levels of noncompliance, each with a progressive level of corrective action. At any level in the noncompliance process, grantees that correct their deficiencies by complying with the established standards may return to a status of compliance. If at any time a grantee receives a noncompliance notification from Richland County, but the grantee has already submitted a required report, a required deliverable or has corrected the stated deficiency, the grantee should immediately contact the Richland County Grants Manager to discuss the noncompliance situation.

1. **Level 1:** Grantee organization receives a letter from the Grants Manager outlining the noncompliance issue and the steps the organization needs to take in order to clear up the issue. The grantee organization has 10 business days from the date of the letter to respond. If the instances of noncompliance are corrected, the grantee's record is cleared and the grant is removed from a status of non-compliance. Any pending grant payments for the noncompliant grantee will be suspended until the issue is resolved. Failure to respond or correct the noncompliant issue within 10 days moves the grantee into Level 2 noncompliance.

- a) Instances when grant funds are not used in accordance with grant guidelines and are to be restored or refunded to

Richland County, an invoice will be sent to the grantee requesting funds be returned upon receipt of the invoice.

2. Level 2: Grantee receives a letter informing the grantee that the 10-day window in Level 1 of noncompliance has passed and that the issue has not been resolved. The grantee has 30 days to resolve the issue. All County grant funds for this organization are suspended until the noncompliance issue is resolved. If, following this notice, the grantee submits the required deliverable, or submits documentation of the completion of the previously unresolved grant requirement, Richland County grant staff will review it for sufficiency. If program staff finds the deliverable sufficient, the grant status returns to compliance.

- a) All organizations that reach Level 2 noncompliance are reported to Richland County Administration and County Council.
- b) If fund recovery is unsuccessful in either Level 1 or Level 2, the County will follow all available legal steps for debt recovery.

VII. Annual Internal Audit:

At the end of each fiscal year, the Grants Manager will conduct an internal audit to allow staff to test the efficiency of its internal controls for administering County Council allocated funds in accordance with the established guidelines and requirements. The results of the audit, along with any recommended improvements to this policy, will be shared with Council for its consideration.

County Administrator

Date

Date adopted by Richland County Council: _____

Exhibit 1



Hospitality Tax Grant Payment Request Form

Organization: _____

Contact: _____

Address: _____

Phone: _____ Email: _____

Amount Requested*: \$ _____

Pick-Up Check _____
(2020 Hampton Street, 4th Floor, Finance)

Mail Check _____

*Grant allocations under \$25,000 may request payment in full. All grants \$25,000 and over must request payments in quarterly installments. Funds are available for drawdown on the 1st day of the quarter. Early drawdown requests are not permitted.

Check one:

- ___ Full allocation for grants under \$25,000
- ___ 1st Quarter (July, August, September)
- ___ 2nd Quarter (October, November, December)
- ___ 3rd Quarter (January, February, March)
- ___ 4th Quarter (April, May, June)

REQUIRED ATTACHMENTS (your payment will not be processed until the following documents are received)

___ **1. List of Grant Expenses** - Please attach an **itemized list** of expenditures. The total should match the total amount of funds you are requesting. The list should include vendor name, amount and expense category (Entertainment, Marketing or Security).

___ **2. A current balance sheet**, which is defined as a financial "picture" of a company at a given date in time that lists a nonprofit's assets, liabilities, and the difference between the two, which is the nonprofit's equity, or net worth. It can also be defined as an itemized statement which lists the total assets and the total liabilities of a given business to portray its net worth at a given moment of time.

For organizations who received a FY16 HTax Grant, Richland County must have a completed **final report** form for your 2015-2016 projects/programs on file prior to releasing FY17 funds.

ORGANIZATION SIGNATURE:

Provide signature of the Authorizing Official within organization, verifying accuracy of above statements and attachments.

Name

Title

Signature

Date

For questions, please call Natasha Dozier, Grants Manager at 803.576.2069.
Richland County Administration PO Box 192 Columbia, SC 29202 Fax 803.576.2137 Email doziern@rcgov.us

Exhibit 2



Richland County Business Service Center

2020 Hampton Street, Suite 1050
P.O. Box 192
Columbia, SC 29202

Phone: (803) 576-2287
Fax: (803) 576-2289
bsc@rcgov.us
<http://www.rcgov.us/bsc>

Business License Assessment Survey

- This form is intended to help the County better understand where and how your business operates, to assess whether or not a Richland County business license is needed. If a license is needed, our office will work collaboratively with you to facilitate compliance.
- If you already have a County license, please provide the number: _____. If your business does not currently have a license, please be aware a license may or may not be needed.
- Please complete and return this form to the Business Service Center. (Faxes not accepted.)

Business Information

1. Corporate Business Name: _____
2. Doing Business As (if different): _____
3. Local Business Phone: _____ Open Date: _____
4. Business activity: _____ 2012 NAICS Code: * _____
*See <http://www.census.gov/naics/> for assistance)
5. Description of your business (at least 10 words) _____

Physical Location Information

6. Business Location (Street, City, State, Zip): _____
7. If the physical address is not in the unincorporated areas of the County, how often does your business go into – or expect to go into – the non-city areas of Richland County:
Approximately: _____ times a (circle one) week month year
8. Name of best person to contact re: license requirements: _____
9. Title: _____ Work Phone: _____
10. Cell Phone: _____ E-mail: _____
11. Area where business has been and/or will be conducted by the business: (check all that apply)
 - Arcadia Lakes
 - Blythewood
 - Columbia
 - Cayce
 - Forest Acres
 - Eastover
 - Irmo
 - non-city limits in Richland County
 - outside Richland County entirely

Owner/Principal Information

12. Owner/Principal(s) Name (*no* corporate names): _____

13. Mailing Address: _____

14. Work Phone: _____ Cell Phone: _____

15. E-mail: _____

Applicant Certification

Upon penalty of perjury, I hereby certify and attest to the following:

- (1) All information provided here is true and correct to the best of my knowledge.
- (2) If this location of this business or location of the *conduct* of this business *changes or expands* at any time in the future, I will notify the Business Service Center and obtain a new Business License Assessment Survey.
- (3) I understand that, if my business is located in or conducts business in the unincorporated areas of Richland County, **I am responsible for complying with all County business requirements**, found at <http://www.richlandonline.com/Government/Ordinances.aspx>. I also understand the consequences for failing to comply with these requirements.
- (4) I understand that the Business License Determination shown below is valid until either (1) the information contained on this form changes or (2) March 15, the date on which all business licenses must be renewed, whichever comes first.

Signature of Applicant: _____ Printed Name: _____

Title: _____ Date: _____

Business Service Center Staff Only

Business License Determination

Tax district of physical location*: _____ (if located within Richland County)

Based on the information provided above, certified by the applicant as accurate, this business:

DOES NOT need a Richland County business license at this time

DOES need a Richland County business license at this time

Business License #: _____ Year: _____

Status of County Business License: Pending (P) Paid (P) Issued (I)

All County business licenses expire on December 31st of each year.

The License Determination above is valid until: (1) the information on this form changes, or (2) March 15, the date by which all licenses must be renewed, whichever comes first.

Signature of BSC Staff: _____ Printed Name: _____

Title: _____ Date: _____

Richland County Council Request of Action

Subject:

Designating a “Cultural and Historic Room” in the Decker Center



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 3 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Administrator's Office

Department: Administration

Item Subject Title: Designating a "Cultural and Historic Room" in the Decker Center

Action Taken by Committee previously: None. This item is appearing before the Committee for the first time.

Options:

1. Do not proceed with recommending Council designate room #C146 as the "Cultural and Historic Room" in the Decker Center.
2. Proceed with recommending Council designate room #C146 as the "Cultural and Historic Room" in the Decker Center.

Motion Requested Today: Recommend that Council designate room #C146 as the "Cultural and Historic Room" in the Decker Center.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: Council's approval of this motion will not have an impact on the operation budget for Court Administration.

Capital Budget: N/A.

Funding Amount/Source: The financial impact of this request is minimal, if any, with the Decker Capital Projects fund serving as the funding source for this request.

Requested by: Administrator's Office

Staff Representative: Gerald Seals, County Administrator

Outside Representative: None.

List of Attachments:

1. Council Memorandum 2-3

2/10/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

8
Council District



RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

COUNCIL MEMORANDUM 2 - 3

To: County Council
From: County Administrator Gerald Seals
Date: February 10, 2017
Subject: Decker Center Recommendations

Recently, the Administrator's Office was made aware of three outstanding items relative to the Decker Center:

1. An approach to recognizing former Chief Magistrate Judge Walter Jones, Sr. and other historical figures relative to the Central Magistrate Court.
2. The need for a mechanism to provide the public with useful information relative to the Court's surrounding host community (e.g., local restaurants, businesses).
3. The planning of a Ribbon Cutting ceremony

The purpose of this memorandum is to share recommendations to address these items.

Item #1 – Recognizing Walter Jones at the Decker Center

Staff recommends designating a "Cultural and Historic Room" in the Decker Center whereby, the public can view historical points of reference to the history of the Central Magistrate Court. Below are examples of the manner in which this space can be utilized.

- Former judges and staffers can be recognized for their service to the County and its residents (e.g., displaying County Council Resolutions and / or Proclamations).
- The bust of former Chief Magistrate Judge Walter Jones, Sr. can be placed in this section.

Attached is a floor schematic to illustrate to the recommended location of this space which is a jury room. (Attachment 1)

Item #2 – Providing information to the public

Staff researched a spectrum of options to address this matter. However, pursuant to an opinion issued by the South Carolina Judicial Department's Advisory Committee

on Standards of Judicial Conduct, Magistrate Courts should not post advertisements for local restaurants or other vendors at the courthouse. (Attachment 2)

Given this opinion, it does not appear that placing information relative restaurants or vendors is feasible at this time.

Item #3 – Ribbon Cutting Ceremony

I have already directed the County's Public Information Office to begin working on planning a Ribbon Cutting Ceremony for the Decker Center. Public Information Director Beverly Harris will work with the Decker Center staff to finalize the date for the ceremony.

Staff can present its recommendation relative to item #1 to Council at February D&S Committee meeting for its consideration.

In the Spirit of Excellence,

A handwritten signature in blue ink, appearing to read "Gerald Seals". The signature is stylized with large loops and a cursive script.

Gerald Seals

Attachment 1 - Floor schematic to illustrate to locations of the “Cultural and Historic Room”

Attachment 2 - Opinion issued by the South Carolina Judicial Department's Advisory
Committee on Standards of Judicial Conduct

ADVISORY COMMITTEE
ON STANDARDS OF JUDICIAL CONDUCT

OPINION NO. 2 - 2017

RE: Propriety of the Magistrate's Court placing artwork for sale in the courthouse and also posting advertisements for local restaurants or other vendors.

FACTS

A magistrate judge inquires as to the propriety of placing artwork for sale in the courthouse and also posting advertisements for local restaurants or other vendors. The court utilizes electronic court boards for legal notices and it has been proposed that these electronic boards also include the advertisements.

CONCLUSION

The Magistrate's Court should not place artwork for sale in the courthouse or post advertisements for local restaurants or other vendors.

DISCUSSION

Canon 2B states that a judge "shall not lend the prestige of judicial office to advance the private interest of the judge or others[.]" By placing artwork for sale in the courthouse, the magistrate would appear to be advancing the private interests of the artists whose works are displayed. Likewise, if advertisements for local restaurants and other businesses were displayed in the Magistrate's Court or on the magistrate electronic boards for legal notices, the magistrate's court could appear to be advancing the private interests of those businesses.¹ Thus, the

¹ While Commentary to Canon 2 acknowledges that a judge may advertise his or her own publications (as long as the advertising does not exploit the judicial office), the artworks and advertisements here are by third parties.

magistrate cannot place artwork for sale in the courthouse or also post advertisements for local restaurants or other vendors without violating the Code of Judicial Conduct.

S/ A. Camden Lewis
A. CAMDEN LEWIS, CHAIRMAN

S/ Jocelyn B. Cate
JOCELYN B. CATE

S/ D. Garrison Hill
D. GARRISON HILL

January 17, 2017

Richland County Council Request of Action

Subject:

Funding the 2017 South Carolina Guard Air & Ground Expo



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Administrator's Office

Department: Administration

Item Subject Title: Funding the 2017 South Carolina Guard Air & Ground Expo

Action Taken by Committee previously: None. This item was referred to Committee at the February 7, 2017 Council Meeting.

- Options:**
1. Proceed with recommending Council giving first reading approval of the budget amendment in the amount of \$200,000 to the SC Air National Guard to assist in funding for advertisement and promotion of the 2017 South Carolina Guard Air & Ground Expo.
 2. Proceed with recommending Council giving first reading approval of the budget amendment in the amount as determined by the Committee to the SC Air National Guard to assist in funding for advertisement and promotion of the 2017 South Carolina Guard Air & Ground Expo.
 3. Do not proceed with recommending Council giving first reading approval of the budget amendment.

Motion Requested Today: Recommend that Council give first reading approval of the budget amendment in the amount of \$200,000 to the SC Air National Guard to assist in funding for advertisement and promotion of the 2017 South Carolina Guard Air & Ground Expo.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: If approved, this action prompt the draw down of funds from the Hospitality Tax fund balance in the amount of \$200,000, and budgets the aforementioned funds into an account specifically established to provide \$200,000 to the SC Air National Guard.

Capital Budget: N/A.

Funding Amount/Source: \$200,000 / Hospitality Tax Fund Balance

Requested by: Administrator's Office via a request from Councilwoman Myers

Staff Representative: Gerald Seals, County Administrator

Outside Representative: SC Air National Guard

List of Attachments:

1. Budget Amendment
2. Council Memorandum 2 – 2

2/7/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

10 & 11
Council District

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. SR_HT_02

AN ORDINANCE AMENDING THE FISCAL YEAR 2016-2017 HOSPITALITY TAX FUND ANNUAL BUDGET TO APPROPRIATE \$200,000.00 OF HOSPITALITY FUND BALANCE TO THE SC AIR NATIONAL GUARD TO ASSIST IN FUNDING FOR ADVERTISEMENT AND PROMOTION OF THE 2017 SOUTH CAROLINA GUARD AIR & GROUND EXPO.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. That the amount of Two Hundred Thousand Dollars (\$200,000.00) be appropriated to assist in funding for advertisement and promotion of the South Carolina Guard Air & Ground Expo. Therefore, the Fiscal Year 2016-2017 Hospitality Tax Annual Budget is hereby amended as follows:

REVENUE

Revenue appropriated July 1, 2016 as amended:	\$ 10,967,500
Appropriation of Hospitality Tax Fund Balance:	\$ <u>200,000</u>
Total Hospitality Tax Fund Revenue as Amended:	\$ 11,167,500

EXPENDITURES

Expenditures appropriated July 1, 2016 as amended:	\$ 10,967,500
2017 South Carolina Guard Air & Ground Expo:	\$ <u>200,000</u>
Total Hospitality Tax Fund Expenditures as Amended:	\$ 11,167,500

SECTION II Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____, 2017.

RICHLAND COUNTY COUNCIL

BY: _____
Joyce Dickerson, Chair

ATTEST THIS THE _____ DAY

OF _____, 2017

Michelle Onley
Clerk of Council

RICHLANDCOUNTYATTORNEY'S OFFICE

Approved As To LEGAL Form Only.
No Opinion Rendered As To Content.

First Reading:
Second Reading:
Public Hearing:
Third Reading:



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

COUNCIL MEMORANDUM 2 -- 2

To County Council
From Gerald Seals, County Administrator
Date February 3, 2017
Subject SC Air National Guard – 2017 SC Guard Air and Ground Expo Funding Request

The purpose of this memorandum is to apprise Council of the background details of this request, along with staff’s recommended funding plan.

Background

In Council Memorandum 12 – 2 (see attached) staff provided funding recommendations for the construction of Centennial Park on the Fort Jackson Military Base and the 2017 SC Guard Air and Ground Expo. This memorandum was subsequently amended after County staff received information that its funding recommendation for the 2017 SC Guard Air and Ground Expo was to be presented at a future Council meeting. Accordingly, this memorandum appraises Council of the background details for the funding of the McEntire Joint National Guard Base for the 2017 SC Guard Air and Ground Expo.

2017 Guard Air and Ground Expo

The SC Guard Air and Ground Expo is a statewide event that will take place at McEntire Joint National Guard Base on May 5-7, 2017. The 169th Fighter Wing will host the event in coordination with the SC Army National Guard.

The event is in conjunction with the commemoration of the 50 Year Anniversary of the Vietnam War, which includes a two-day concert immediately following the Air and Ground Expo.

Attached is synopsis of the planned events, including its budget projections, as provided by the SC Army National Guard.

Recommended Funding Plan

Given the intent of this project, the Hospitality Tax Fund would be an appropriate funding source. Staff recommends a multi-year funding approach utilizing the Hospitality Tax fund balance as the funding source. Thus, the following funding schedule applies:

Year	Funding Source	Funding Amount
FY17	Hospitality Tax Fund Balance	\$200,000
Total Funding Commitment		\$200,000

The said commitment can be absorbed through the funding available in the County's Hospitality Tax fund balance. Additionally, it is expected that the SC Air National Guard will adhere to the County's hospitality tax guidelines and policies.

Next Steps

Pursuant to abovementioned funding schedule, Council's first reading approval of the budget amendment for this request can be given in the amount of \$200,000 at its February 7, 2017 Council meeting.

Council may consider approving the following motion:

"Move to give first reading of a budget amendment in the amount of \$200,000 from the Hospitality Tax fund balance to be allocated to the SC Air National Guard for the promotion of the SC Guard Air and Ground Expo"

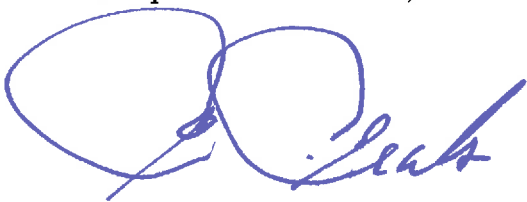
Approval of the aforementioned motion will prompt the following actions:

1. Draws down funds from the County's Hospitality Tax fund balance in the amount of \$200,000.
2. Budgets the abovementioned funds into an account specifically established to provide \$200,000 to the SC Air National Guard.

Any funding allocated to the SC Air National Guard will be monitored pursuant to the County's Hospitality Tax requirements, including the submission of the following:

- A grant application or a funding narrative outlining the purpose and intent of the project or program and detailing the use of the Council awarded funding to support the funded project or program.
- A signed grant agreement and conditions

In the Spirit of Excellence,



Gerald Seals, County Administrator



RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

COUNCIL MEMORANDUM 12 - 2

To County Council
From Gerald Seals, County Administrator
Date December 9, 2016
Subject Fort Jackson Centennial Park Funding Request

December 13, 2016 - This Council Memorandum has been amended pursuant to additional information received by County staff. Thus, staff has updated its recommended funding plan relative to the request to fund the construction of Centennial Park on the Fort Jackson military base.

Background

At the November 15, 2016 County Council meeting, Councilmember Manning brought forth the following motion:

“Seed Funding for Commemorating Fort Jackson’s 100th Birthday”

Pursuant to that motion, the Gateway to the Army Association (Association) is requesting financial assistance from the County for the purposes of constructing a park on Fort Jackson to commemorate its 100th year of inception. The construction of the park will be presented as gift to the Army as part of a multi-day event, celebrating Fort Jackson. Per the Association, its intent is to provide a place where those connected to Fort Jackson and Fort Jackson’s friends, amongst other events, can congregate; conduct graduations, retirements and awards ceremonies, while honoring and appreciating what Fort Jackson does and has done since its inception in 1917.

The funding is being requested to initiate the development of this project and will serve as a concrete testament of the County’s support for Fort Jackson and its Military community. Gifts presented to a military installation must have approval from the Secretary of the Army. Based on the information presented by the Association, they are in the process of obtaining that approval.

Centennial Park

The Association intends to construct an approximately 4.5 acre park, inclusive of the following features:

- U.S. Army Soldier Statue
- Ceremonial Amphitheater
- Pathway of Patriots
- Wartime Theater Memorial
- Six covered Pavilions

Attached are design renderings of the park, along with a summary of park details provided by the Association. The public will have access to the park in a manner that is similar to the access policy currently in place with the existing waterpark on the Fort Jackson campus.

The City of Columbia has approved the allocation of \$300,000 to the Association for the construction of the park over a period of multiple funding cycles.

The City of Forest Acres has approved the allocation of \$50,000 to the Association for the construction of the park.

Recommended Funding Plan

The Association requested a commitment of \$500,000, which is approximately 20% of the \$2.7 million estimated construction cost of the project. Given the intent of this project, the Hospitality Tax Fund would be an appropriate funding source. Staff recommends a multi-year funding approach utilizing the Hospitality Tax fund balance as the funding source. Thus, the following funding schedule applies:

Year	Funding Source	Funding Amount
Year 1 (FY17)	Hospitality Tax Fund Balance	\$200,000
Year 2 (FY18)	Hospitality Tax Fund Balance	\$150,000
Year 3 (FY19)	Hospitality Tax Fund Balance	\$150,000
Total Funding Commitment		\$500,000

The said commitment can be absorbed through the funding available in the County’s Hospitality Tax fund balance, which currently stands at approximately \$10 million dollars. Additionally, it is expected that the Association will adhere to the County’s hospitality tax guidelines and policies.

Given this information, Council may consider approving the following motion:

“Move to give second reading approval of a budget amendment in the amount of \$200,000 from the Hospitality Tax fund balance to be allocated to the Gateway to the Army Association for the construction of Centennial Park”

Approval of the aforementioned motion will prompt the following actions:

1. Draws down funds from the County’s Hospitality Tax fund balance in the amount of \$200,000.
2. Budgets the abovementioned funds into an account(s) specifically established to provide \$200,000 to the Gateway to the Army Association for the construction of the Centennial Park

Staff will include the Year 2 and Year 3 funding amounts of \$150,000, respectively, for the Association’s Centennial Park in its Biennium Budget I request to Council for its consideration.

In the Spirit of Excellence,



Gerald Seals
County Administrator

SC GUARD Air & Ground EXPO

Councilwoman Myers,

The SC Guard Air and Ground Expo is a statewide Open House that will take place at McEntire JNGB on 5-7 May 2017. The 169th Fighter Wing will host the event in coordination with the SC Army National Guard. Below you will find a synopsis of the planned events. As part of the SC Military Department we have partnered with the Welcome Home to Carolina Campaign to Commemorate the 50 Year Anniversary of the Vietnam War through a two-day concert immediately following the Air and Ground Expo. We have also partnered with the University of South Carolina Hotel Restaurant and Sports Management College. We plan to serve our 150,000 attendees through the largest food truck festival in the state. We expect multiple international attendees including our State Partners from Colombia and our Canadian counterparts.

3 May 2017

- Media Rides from McEntire JNGB (F-16, Blackhawk and Abrams Tank)

4 May 2017

- Media Day at Columbia Metropolitan Airport (rides in multiple performer aircraft)

5 May 2017

- STEM day – We intend to host students from all 46 Counties on rehearsal day
- Rehearsal Day – Open to Veterans, the Disabled and Students
- Cinco de Flyo – Family Day celebration for SC National Guard Members and event partners. Includes Night Flying and Pyrotechnics
- Statewide Motorcycle Rally ending at McEntire JNGB.

6 May 2017

- Air and Ground Expo (approximately 9am – 3:30pm)
- Welcome Home to Carolina Concert (approximately 3:30pm – 6:30pm)
- After Party with Night Flying and Pyrotechnics

7 May 2017

- Air and Ground Expo (approximately 9am – 3:30pm)
- Welcome Home to Carolina Concert (approximately 3:30pm – 6:30pm)

SC GUARD EXPO

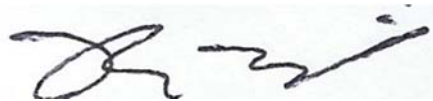
The budget required to host an event of this magnitude is in excess of \$600,000. The SC Air National Guard will be providing the basic requirements for the event (security, waste and overall coordination of the event). The National Guard Education Foundation in conjunction with Angels and Heroes Org LLC are spearheading the remainder of the fundraising effort which exceeds \$500,000. Below are the economic impacts.

- Restaurant sales in excess of \$1.5 Million dollars.
- Fuel sales in excess of \$500,000 dollars.
- Hotel sales in excess of \$200,000 dollars.
 - Our performers alone will require 150 rooms for four consecutive nights. We are partnering with hotels to offer reduced rate rooms for airshow attendees.
- Airshows are a significant recruiting platform. Previous shows have recruited around 50 new National Guardsmen. These Guardsmen will have lasting impacts on Richland County.

We see this event as an opportunity to reach people from across the state. We will inspire our kids to pursue jobs in STEM fields. We will build relationships through community outreach and interaction with our military and first responders. We will honor those who have served and give our 140,000 Vietnam Veterans the Welcome Home they never received. We will provide jobs to those who want to join the National Guard family.

Thanks for your consideration and support. We look forward to providing a marquis event that will bring the community together.

Sincerely,



Ryan Madrid, Maj, SC ANG
SC Air and Ground Expo
Officer in Charge

Richland County Council Request of Action

Subject:

Award of the contract for the Three Creeks Debris Removal Project



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 5 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Ismail Ozbek, Director of Public Works

Department: Public Works Department

Item Subject Title: Award of the contract for the Three Creeks Debris Removal Project

Action Taken by Committee previously: None. This item is appearing before the Committee for the first time.

Options:

1. Proceed with recommending Council award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.
2. Do not proceed with recommending Council award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

Motion Requested Today: Recommend that Council award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: The funding will come from two sources, the County's Roads & Drainage Budget and a reimbursement grant from the National Resources Conservation Services (NRCS). The impact to the Public Works operational budget is \$72,590.

Capital Budget: N/A.

Funding Amount/Source: It is anticipated that approximately \$43,845.00 will be covered as a reimbursement from the National Resources Conservation Services (NRCS) and the remaining \$72,590.00 will come from the Roads & Drainage Budget.

Requested by: Public Works Department

Staff Representative: Ismail Ozbek, Director of Public Works

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action (Council can view the full NRCS grant application upon request)

2/3/17
Date Submitted

Brandon Madden
Approved by the County Administrator

2
Council District

Richland County Council Request of Action

Subject: Department of Public Works – Three Creeks Debris Removal Project

A. Purpose

County Council is requested to award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00. It is anticipated that approximately \$43,845.00 will be covered as a reimbursement from the National Resources Conservation Services (NRCS) and the remaining \$72,590.00 will come from the Roads & Drainage Budget.

B. Background / Discussion

On October 2, 2015 the state of South Carolina experienced a 1,000 storm event, and Richland County was one of the main counties that received the most damage from the storm. This event caused a significant amount of debris to wash down into several creeks. This debris partially blocks the flow of stormwater through the creeks, and this impairment in turn creates the potential for flooding of the nearby properties during future rain events.

After the flood event, the County was approached by the NRCS to see if there was an interest in applying for grant money under the SC NRCS Emergency Watershed Protection (EWP) Program to assist with recovery efforts. The NRCS grant is used specifically to address hazards caused by natural disasters that pose an imminent threat to life and/or property. By using this funding to restore the impaired watersheds to a stable hydrologic function, the County will be able to decrease the risk of property flooding and damage in the future.

The County identified several locations, by both citizen requests and staff observations, which have noticeable impairments due to the October flood. These locations were provided to NRCS, who visited the sites to determine if they were eligible under the program guidelines. Three locations were deemed eligible and are along portions of Gills Creek, Toms Creek, and Hope Creek. The County applied for and has been approved for partial funding from the NRCS to clean the debris from these three locations.

C. Legislative / Chronological History

- The County was approached by NRCS in October 2015
- NRCS visited locations of possible project locations in January and February 2016
- NRCS determined that three locations were eligible and provided cost estimates in February 2016
- County acquired permissions from fifteen (15) properties from March through July 2016
- The project was advertised August 2016
- The bid opening was held August 23rd, 2016
- The County finalized the application, financial, and legal documents and provided them to the NRCS October 2016
- L-J, Inc. was the lowest responsive, responsible bidder, at a total of \$105,850.00. Adding a 10% contingency to this amount brings the total to \$116,435.00.

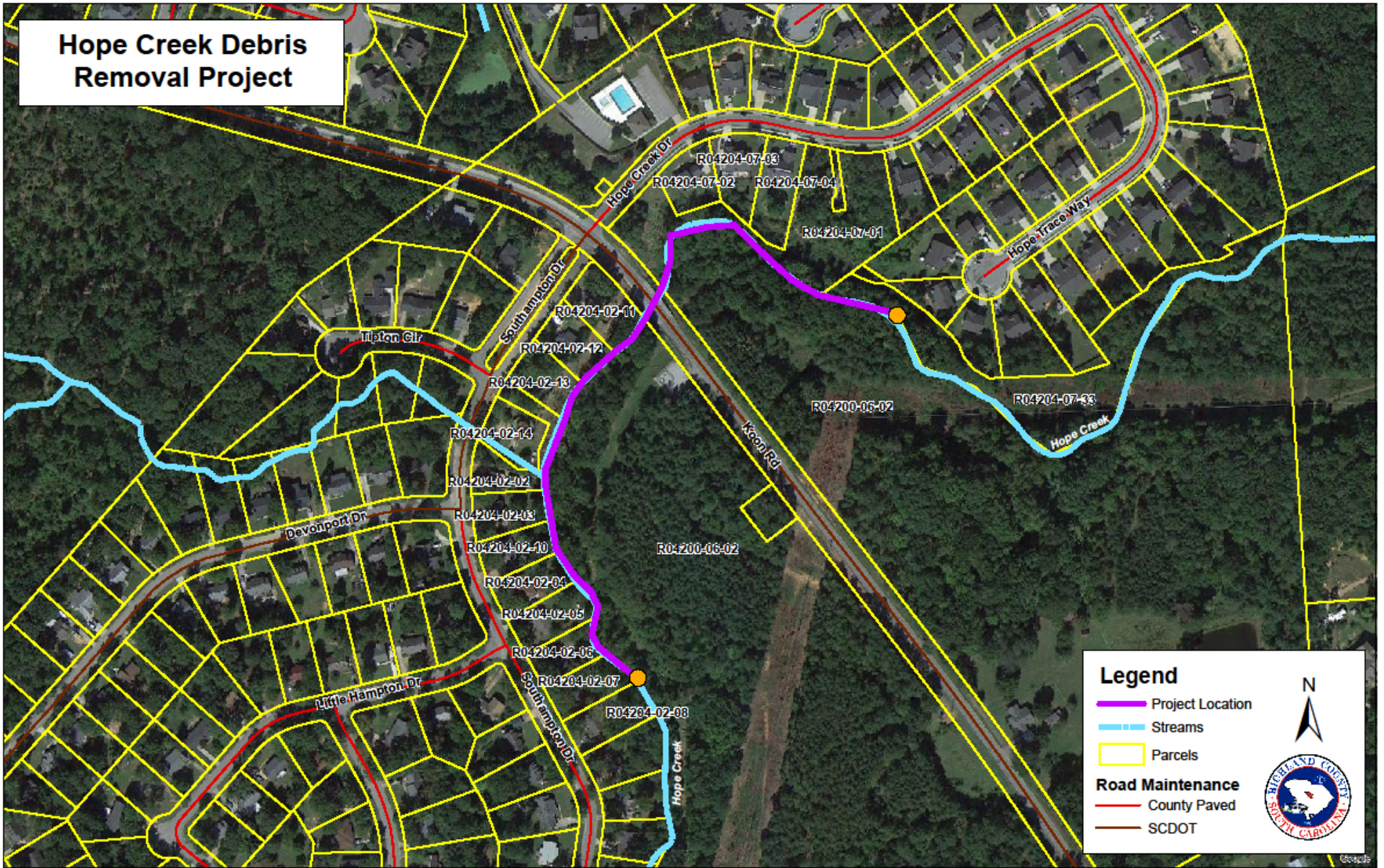
D. Alternatives

1. Award the construction contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.
2. Do not award the construction contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

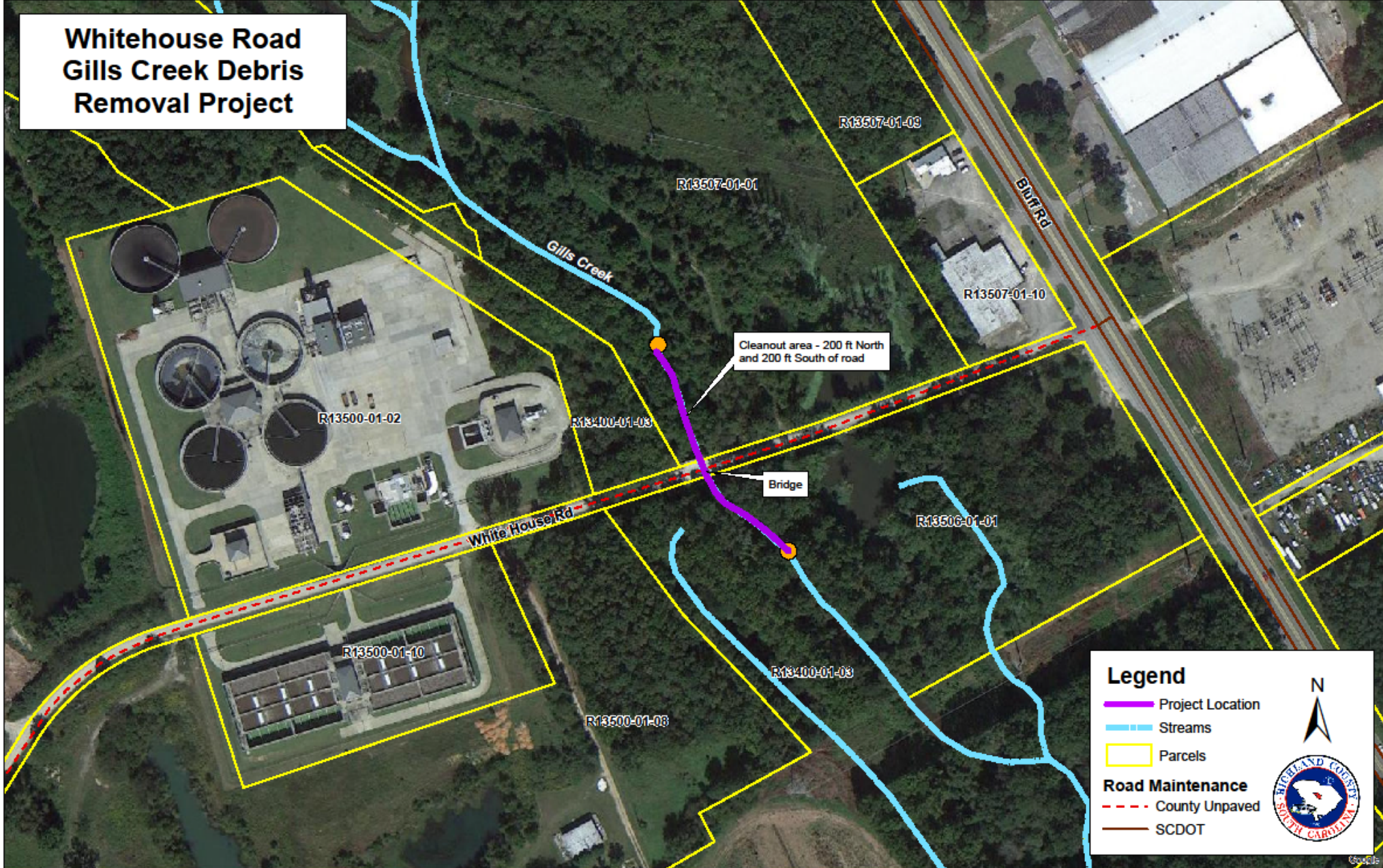
E. Final Recommendation

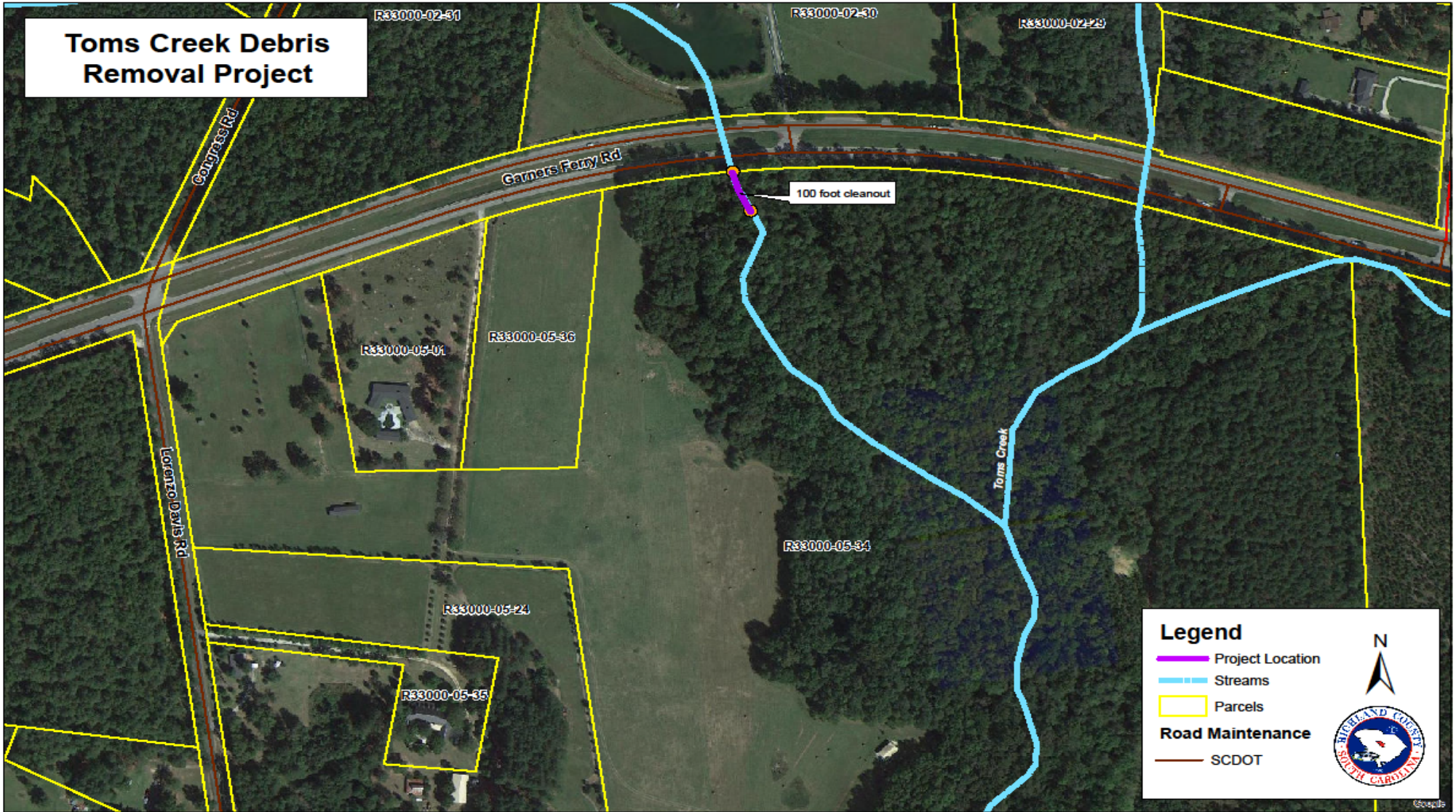
It is recommended that Council proceed with awarding the construction contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

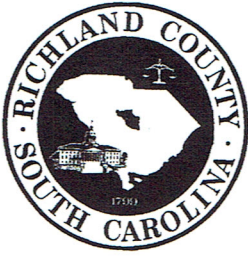
Hope Creek Debris Removal Project



Whitehouse Road Gills Creek Debris Removal Project








Department of Public Works Memorandum



February 22, 2017

To: Procurement Department

From: Stephen S. Staley, PE, County Engineer 

RE: Three Creeks Debris Removal – RC-PWE-101-1617

The Three Creeks Debris Removal was bid on August 23rd, 2016 at 2:00 P.M. At that time, the sealed bids were opened and read along publically. There were two bidders for this project. They are as follows:

L-J, Inc.	\$105,850.00
Richardson Construction	\$338,000.00

After reviewing and certifying the correct bid amounts, the Lowest, Responsible, Responsive bidder is L-J, Inc. in the amount of \$105,850.00.

Richland County Public Works recommends awarding the project to L-J, Inc. with a 10% contingency to it bringing the final total to \$116,435.00.

It is anticipated that \$43,845.00 of this project will be covered as a reimbursement from the National Resources Conservation Services (NRCS) because this project is in response to the October 2015. The additional funding will come from the Roads & Drainage.

A Request Of Action has been prepared for submittal to Council to obtain their approval of the award of this project.

CC: Ismail Ozbek, P.E., Director of Public Works
Allison Steele, Interim Assist County Engineer/Stormwater Engineer
Carlton Hayden, General Manager, Roads & Drainage Division

THREE CREEKS DEBRIS REMOVAL

BID TABULATION

8/23/2016

<u>ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>Richardson Construction</u>		<u>L-J Inc.</u>	
			<u>UNIT COST</u>	<u>TOTAL</u>	<u>UNIT COST</u>	<u>TOTAL</u>
Hope Creek - Koon Rd.						
Mobilization	LS	1	134,000.00	134,000.00	4,150.00	4,150.00
Traffic Control	LS	1	10,000.00	10,000.00	12,500.00	12,500.00
Debris Removal & Disposal	TN	30	1,000.00	30,000.00	490.00	14,700.00
Permanent Vegetation	AC	0.2	10,000.00	2,000.00	11,500.00	2,300.00
Gills Creek - Whitehouse Rd.						
Mobilization	LS	1	48,000.00	48,000.00	4,150.00	4,150.00
Traffic Control	LS	1	10,000.00	10,000.00	12,500.00	12,500.00
Debris Removal & Disposal	TN	40	1,000.00	40,000.00	490.00	19,600.00
Permanent Vegetation	AC	0.2	10,000.00	2,000.00	11,500.00	2,300.00
Toms Creek - Garners Ferry Rd.						
Mobilization	LS	1	20,000.00	20,000.00	4,150.00	4,150.00
Traffic Control	LS	1	10,000.00	10,000.00	12,500.00	12,500.00
Debris Removal & Disposal	TN	30	1,000.00	30,000.00	490.00	14,700.00
Permanent Vegetation	AC	0.2	10,000.00	2,000.00	11,500.00	2,300.00
TOTAL				\$338,000.00		\$105,850.00

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

*** 2. Type of Application:**

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. Organizational DUNS:

d. Address:

* Street1:

Street2:

* City:

County/Parish:

* State:

Province:

* Country:

* Zip / Postal Code:

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

Title:

Organizational Affiliation:

* Telephone Number:

Fax Number:

* Email:

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

USDA-Department of Natural Conservation Resources

11. Catalog of Federal Domestic Assistance Number:

10.923

CFDA Title:

Emergency Watershed Protection Project

*** 12. Funding Opportunity Number:**

NA

* Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

Project 5048.docx

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

October's massive flood left behind copious amounts of debris in waterways. Efforts are underway to remove debris within the watershed that compromises water flow and threat critical infrastructure.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="43,845.00"/>
* b. Applicant	<input type="text" value="14,615.00"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="58,460.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 06/30/2014

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

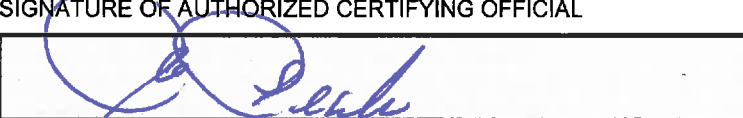
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Administrator
APPLICANT ORGANIZATION Richland County	DATE SUBMITTED 1/12/17

SF-424D (Rev. 7-97) Back

Richland County Council Request of Action

Subject:

Award of the Columbia High / Sandel Elementary Sidewalk Project



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 6 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Administrator's Office

Department: Public Work's Department

Item Subject Title: Approve the award of the Columbia High / Sandel Elementary Sidewalk Project

Action Taken by Committee previously: None.

Options:

1. Proceed with recommending Council approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.
2. Do not proceed with recommending Council approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.

Motion Requested Today: Recommend that Council approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: If approved, this action will appropriate \$127,350.10 from the Roads & Drainage Budget to fund this project.

Capital Budget: N/A.

Funding Amount/Source: The funding will come from two sources as the County received a 60% / 40% matching-funds grant from the SC Department of Transportation (SCDOT) to support this project. SCDOT will fund \$145,000 of the project, and the remaining \$127,350.10 will come from the Roads & Drainage Budget.

Requested by: Public Works Department

Staff Representative: Ismail Ozbek, Director of Public Works

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action

2/3/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

2
Council District

Richland County Council Request of Action

Subject: Department of Public Works: Columbia High/Sandel Elementary Sidewalk Project

A. Purpose

County Council is requested to approve the award of the Columbia High/Sandel Elementary Sidewalk Project to Armstrong Contractors, LLC in the amount of \$272,350.10. The funding will come from two sources because this was a 60% / 40% matching-funds grant received from SC Department of Transportation. SCDOT will fund \$145,000 of the project, and the remaining \$127,350.10 will come from the Roads & Drainage Budget.

B. Background / Discussion

The SCDOT Transportation Alternatives Program is one that provides funding for projects that propose to update, repair, or improve facilities for pedestrians and bicycles. This funding is in the form of a grant where SCDOT will match 60% of the project up to a limit of \$145,000.

In 2013, Public Works applied for the grant to install new sidewalk in the vicinities of Columbia High School and Sandel Elementary School. This project includes installing new sidewalk and ADA curb ramps where there currently are not any and replacing existing ramps that are not in compliance. It also includes installing new crosswalk markings where there are not any and remarking existing ones that are old and faded. To be ADA compliant, sidewalks and intersection curb ramps leading down to crosswalks must have the correct slope, cross-slope, and width and contain detectable warnings.

C. Legislative / Chronological History

- May 2013 – Public Works applied for the grant
- September 2013 - Public Works was awarded the grant for this project
- November 2013 – Public Works applied to be the LPA (Local Public Agency) so that the project could be managed in-house
- December 2013 – Public Works was approved as the LPA
- August 2014 – The agreement between SCDOT and Richland County was executed
- August 2014 – The funding for this project was not rolled over at the start of this fiscal year.
- July 2015 – Funding was approved for this fiscal year.
- March 2016 – Design and associated grant paperwork was finalized and submitted to SCDOT
- June 2016 – Encroachment permit was received from SCDOT
- October 2016 – The County received authorization from SCDOT to advertise the project
- November 2016 – Bid Opening was held (See attached bid tabulation). Armstrong Contractors, LLC was the lowest responsive, responsible bidder with a bid of \$247,591.00. Adding a 10% contingency to that brings the total to \$272,350.10.

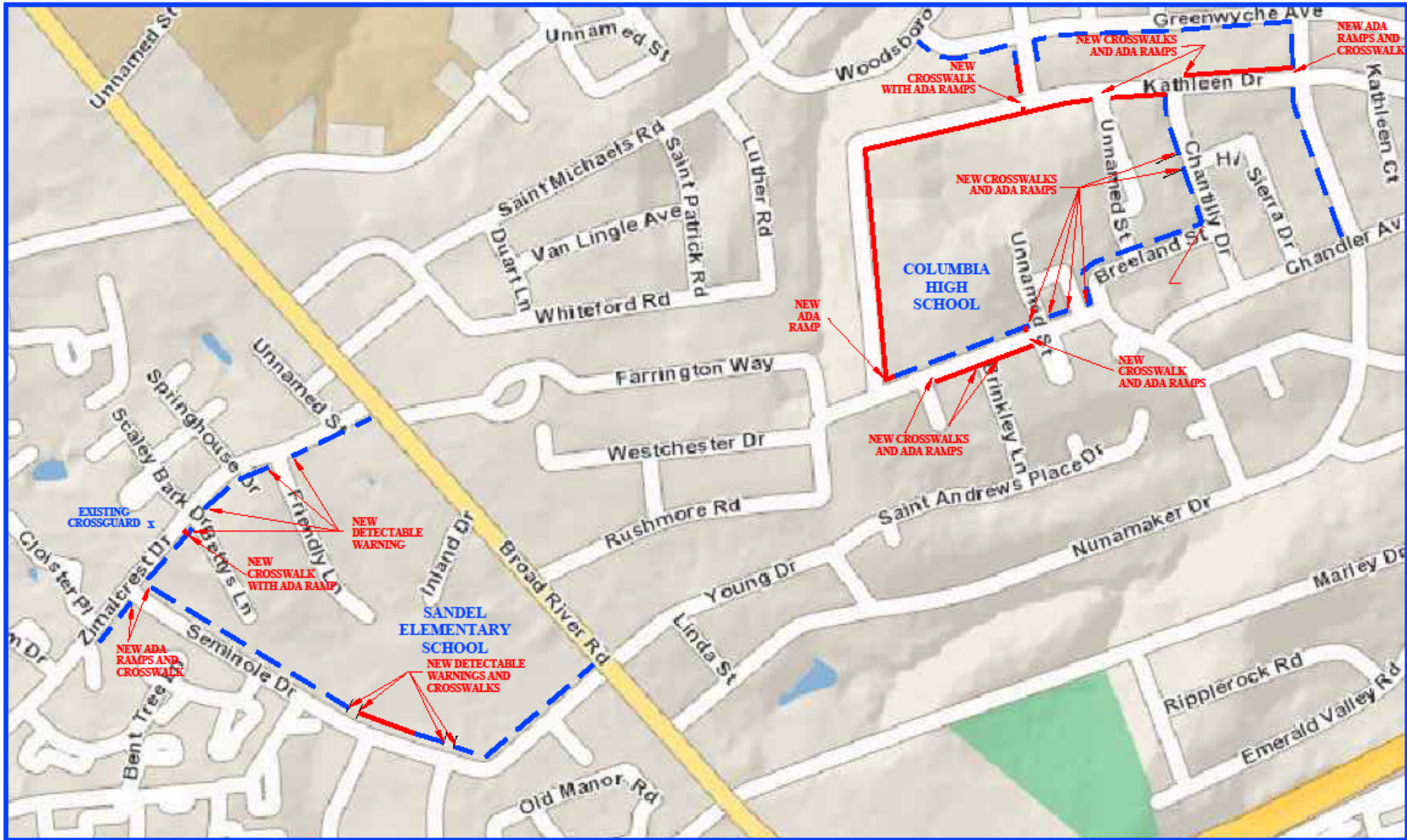
- January 2017 – The County received approval from SCDOT to award the project to Armstrong Contractors, LLC

D. Alternatives

1. Approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.
2. Do not approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.

E. Final Recommendation

1. It is recommended that Council proceed with awarding the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.



Columbia High School and Sandel Elementary School Sidewalk Project
 Scale: 1" = 500'

- — — — — PROPOSED SIDEWALK
- - - - - EXISTING SIDEWALK



South Carolina
Department of Transportation

September 24, 2013

Mr. David Hoops
Director of Public Works
Richland County
400 Powell Road
Columbia, South Carolina 29203

**RE: Award Notification for the Columbia High and Sandel Elementary Schools
Sidewalk Transportation Alternatives Project Proposal**

Dear Mr. Hoops:

The South Carolina Department of Transportation (SCDOT) is pleased to inform Richland County that the application for the Columbia High and Sandel Elementary Schools Sidewalk project was approved by SCDOT's Commission on July 9, 2013. As requested, \$145,000 in federal transportation enhancement funds will be made available for the project after the development and complete execution of a participation agreement (contract) between SCDOT and Richland County. Please note any expenses for work incurred by the County prior to the execution of the participation agreement and the receipt of a formal notice to proceed will not be eligible for reimbursement. Work includes any activities associated with the project including, but not limited to, the advertising and hiring of design consultants or construction services.

In order for the development of the project to move forward in an expeditious manner, please contact our Local Public Agency Administrator, Ms. Michael Peterson at your earliest convenience regarding the administration and management services for advancing this project. Ms. Peterson can be reached at (803) 737-1953. Additional information and procedures can be found on the Department's website <http://www.scdot.org/doing/lpa.shtml>.

If you should need additional information or have further questions, please contact me at (803) 737-1952.

Sincerely,

Cathy P. Rice
TAP Coordinator
Local Program Administration

cc: Reginald Simmons, COATS Enhancement Coordinator
Herb Cooper, Local Program Administrator
Randall Young, Midlands Regional Production Engineer
Michael M. Peterson, Local Public Agency Administrator

File: LPAO/CPR



Post Office Box 391
Columbia, South Carolina 29202-0391

Phone: (803) 737-2314
TVA: (803) 737-9278

AN EQUAL OPPORTUNITY
AFFIRMATIVE ACTION EMPLOYER



August 5, 2014

Mr. Ismail Ozbek, P.E.
Interim Director / County Engineer
Department of Public Works
Richland County
400 Powell Road
Columbia, South Carolina 29203

Re: Participation Agreement and Notice to Proceed
LPA-14-14 Columbia High/Sandel Elementary Pedestrian Improvement Project
Project ID PD 27054

Dear Mr. Ozbek:

Pleased find enclosed one fully executed original participation agreement between the South Carolina Department of Transportation (SCDOT) and Richland County (County) for the above referenced project.

This letter shall serve as the County's **NOTICE TO PROCEED** for the project. The County shall comply with the terms and conditions of the enclosed participation agreement. The County must also follow the Procedures for Local Public Agency Project Administration, available on the SCDOT website at <http://www.scdot.org/doing/localPublicAdmin.aspx>. Also, please continue to coordinate closely with Julie Barker who can be reached at (803) 737-1365.

I look forward to working with Richland County on this project. Should you have any questions please do not hesitate to contact me at (803) 737-4492.

Sincerely,

Sid Bacchus
Local Public Agency Administration Engineer

SCB:seaj

Enclosures

cc: Reginald Simmons, COATS Enhancement Coordinator
ec: Ron Patton, Chief Engineer for Location and Design





January 9, 2017

Mr. Ismail Ozbek, P.E.
Interim Director / County Engineer
Richland County Government
400 Powell Road
Columbia, South Carolina 29203

Re: Construction Award Concurrence Approval
Columbia High/Sandel Elementary Project (LPA-14-14) / File No.: P027054

Dear Mr. Ozbek:

The South Carolina Department of Transportation (SCDOT) has completed the review of materials provided with the LPA Construction Award Concurrence Request Form. After reviewing the bid proposals and supporting documentation for the project, SCDOT concurs with the award of the construction contract for the above referenced project to the lowest responsive bidder, Armstrong Contractors, in the amount of \$247,591.00, as stated in the bid documents submitted to SCDOT.

Richland County Government is hereby approved to proceed with the award of the construction contract for the referenced project. Please provide the following documentation to this office, when available:

- The completed LPA Construction Contract Information Form, with documentation, found under "Program Development Forms" at the SCDOT website <http://www.scdot.org/doing/localPublicAdmin.aspx>.
- A copy of the executed Construction Contract.

As the project advances, there are additional requirements that the County must address. These requirements are described in the Checklist for Local Public Agency (LPA) Projects and the Procedures for Local Public Agency Project Administration, which can be found on the aforementioned SCDOT website. Please coordinate with Paul Miller, SCDOT Richland County Resident Engineer. Mr. Miller can be reached at (803) 786 0717.

Additionally, as a reminder, please provide the name of the firm providing the Construction, Engineering, & Inspection (CE&I) services. It is mandatory that the inspectors performing these services are SCDOT certified.



Post Office Box 161
Columbia, South Carolina 29202-0161

Phone: (803) 757-2314
TTY: (803) 757-8670

AN EQUAL OPPORTUNITY
AFFIRMATIVE ACTION EMPLOYER

Richland County Council Request of Action

Subject:

Council Motion: Recovery of Funds from Sexually Oriented Businesses