

RICHLAND COUNTY
ADMINISTRATION & FINANCE
COMMITTEE AGENDA



Thursday, NOVEMBER 18, 2021

6:00 PM

COUNCIL CHAMBERS

The Honorable Bill Malinowski, Chair

County Council District 1

The Honorable Yvonne McBride

County Council District 3

The Honorable Joe Walker

County Council District 6

The Honorable Overture Walker

County Council District 8

The Honorable Jesica Mackey

County Council District 9

RICHLAND COUNTY COUNCIL 2021



Bill Malinowski
District 1
2018-2022



Derrek Pugh
District 2
2020-2024



Yvonne McBride
District 3
2020-2024



Paul Livingston
District 4
2018-2022



Allison Terracio
District 5
2018-2022



Joe Walker III
District 6
2018-2022



Gretchen Barron
District 7
2020-2024



Overture Walker
District 8
2020-2024



Jessica Mackey
District 9
2020-2024



Cheryl English
District 10
2020-2024



Chakisse Newton
District 11
2018-2022





Richland County Administration & Finance Committee

November 18, 2021 - 6:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29201

1. **CALL TO ORDER** The Honorable Bill Malinowski

2. **APPROVAL OF MINUTES** The Honorable Bill Malinowski
 - a. October 26, 2021 [PAGES 7-14]

3. **APPROVAL OF AGENDA** The Honorable Bill Malinowski

4. **ITEMS FOR ACTION**
 - a. Department of Public Works – Solid Waste & Recycling Division - Residential Curbside Collection Services, Area 3 – Contract Award recommendation [PAGES 15-18]

 - b. Department of Public Works – Solid Waste & Recycling Division - Residential Curbside Collection Services, Area 6 – Contract Award recommendation [PAGES 19-30]

 - c. Emergency Services Department – EMS Supplies [PAGES 31-33]

 - d. Department of Public Works – Knollwood Drive & Planters Drive Drainage Improvements – Contract Award Recommendation [PAGES 34-42]

 - e. Palmetto Pride Litter Crew Grant [PAGES 43-44]

 - f. Richland County Sheriff’s Department – School Resource Officer Grant [PAGES 45-49]

5. **ITEMS PENDING ANALYSIS: NO ACTION REQUIRED**

- a. I move that Richland County Council direct the County Administrator and his staff to conduct an equity and inclusive assessment of Richland County Administrative policies and services; and provide recommendations for a comprehensive approach to advancing equity for people of color, women and others who have been historically under- served, marginalized, and adversely affected by persistent inequality. By advancing equity across Richland County Government, we can create opportunities for the improvement of businesses, communities and individuals that have been historically under-served, which will benefit all of Richland County. Appropriate assessments will better equip Richland County to develop policies and programs that deliver resources and benefits equitably to all. [McBride - February 25, 2021]

6. ADJOURN



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
Administration and Finance Committee
October 26, 2021 – 6:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29201

COMMITTEE MEMBERS PRESENT: Bill Malinowski, Chair, Yvonne McBride, Overture Walker and Jessica Mackey

OTHERS PRESENT: Paul Livingston, Allison Terracio, Cheryl English, Gretchen Barron, Derrek Pugh, Chakisse Newton, Michelle Onley, Tamar Black, Dante Roberts, Dale Welch, Jeff Ruble, Stacey Hamm, Steven Gaither, Michael Byrd, Syndi Castelluccio, Aric Jensen, Leonardo Brown, Lori Thomas, Michael Maloney, Jennifer Wladischkin, John Ansell, Angela Weathersby, Kyle Holsclaw, Justin Landy, Bill Davis, Christine Keefer, John Thompson, Geo Price, Dwight Hanna and Katie Marr

1. **CALL TO ORDER** – Mr. Malinowski called the meeting to order at approximately 6:00PM.

2. **APPROVAL OF MINUTES**

a. **Regular Session: September 28, 2021** – Ms. McBride moved, seconded by Mr. O. Walker, to approve the minutes as distributed.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Mr. O. Walker moved, seconded by Ms. McBride, to adopt the agenda as published.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

4. **ITEMS FOR ACTION**

a. **RCSD School Supply/Backpack Grant Approval** – Ms. McBride moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to approve the grant award in the amount of \$5,000 for the school supply/backpack grant program from the Berkshire Hathaway Energy Foundation of the Richland County Sheriff's Department.

Mr. Malinowski inquired if the Sherriff's Department has already received the grant.

Major Polis responded they received a check for \$5,000 for the grant.

Mr. Malinowski noted this is a request after the fact.

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Ms. McBride noted they may have the check, but it was not spent.

Mr. Malinowski stated, in the future, we need to get the information to make the approval before final action is taken.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- b. RCSO Midlands Gang Task Force Grant** – Ms. McBride moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to approve the grant for the continuation of the Midlands Gang Task Force for the salary and fringe benefits for one (1) Task Force Commander to be assigned to the Sheriff's Department.

Mr. Malinowski inquired if there was any information on how the program was successful and which other jurisdictions have been involved before this item goes to Council. He noted the contract requires the signed grant award be returned within 30 days from the date of the award, which was October 1st. The next Council meeting is November 9th. He inquired if we will lose the award or if there is a built in grace period.

Mr. Polis responded there is a grace period.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- c. Economic Development – Funding for the repaving of Mauney Drive from the County Transportation Committee (CTC)** – Mr. O. Walker moved, seconded by Ms. Mackey, to forward to Council with a recommendation to approve staff's request to seek CTC funds for the repaving of Mauney Drive.

Mr. Malinowski inquired how this item came from the Economic Development Committee to this committee. He also inquired if there are CTC funds available in the County coffer to pay for this project.

Mr. Maloney responded the coffers are drying up, and there is not adequate money for the request being made to the CTC. He noted some of the requests made to the CTC have been put on hold.

Mr. Malinowski noted there was not enough funds to cover this project. He inquired if the project has been bid out yet.

Mr. Maloney responded it has not. He noted the request is for permission to go to the CTC to request the funds.

Ms. Mackey inquired what the CTC funds balance would be after this project.

Mr. Maloney responded they do not carry an account balance. They ask for project specific funds from CTC, as an outside body from the County government. He noted the CTC fund balance is getting low.

Ms. Mackey inquired, if they approve this, it would be placed on with other County projects.

Mr. Maloney responded it could, but it would be up to another body to decide what the priority is.

Ms. McBride stated, for clarification, this project not come out of the Economic Development Committee. She noted CTC funding is not money from Council. She inquired if the County was sending CTC priorities.

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Mr. Maloney responded Public Works is sending a road building/reconstruction and pavement maintenance plan annually to the CTC. He noted that some of the requested projects from this year may not be funded.

Ms. McBride inquired if this request was just for CTC funding.

Mr. Brown responded in the affirmative. He noted the request was to ask the CTC if they have funding available that could be used for this project.

Ms. McBride inquired if the CTC denied the funding would the County be obligated to fund the project.

Mr. Brown responded County funding was not a part of the recommendation.

Mr. Malinowski inquired about the road priority list to be used for CTC funds.

Mr. Maloney responded that was brought to Council last winter. Each year they will come back to Council for approval of the road priority list and what will go to CTC.

Mr. Malinowski inquired if this road was on last year's list.

Mr. Maloney responded it was not on last year's list, and we are not prepared to add it to the upcoming list. He noted the road rating was in the 40s and it is likely the road could be coming up on the priority list.

Mr. Malinowski made a substitute motion, seconded by Ms. McBride, to forward to Council with a recommendation to approve this road being placed on the priority list of roads that will come under CTC funding, and that it is ranked and considered for repaving.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous

- d. **Utilities Department – Quail Creek Collections system Rehabilitation** – Mr. Davis stated the Quail Creek subdivision transfer area that came from the City of Columbia. It was built in the late 1970s out of clay pipe. The pipe has come to the end of its useful life due to root intrusion and other failures that have been occurring. They did an investigation of all the pipes in the neighborhood, and have been talking about pursuing CDBG funding for this project. If we replace the piping with cured in-place pipe it will basically renew the life so it will be as good as new pipe. It can be done without destroying the yards and driveways. The cost of project is approximately \$754,000.

Ms. McBride inquired how this project became a priority.

Mr. Davis stated they had a lot of projects that needed to be done, but this neighborhood has a history of sanitary sewer overflows. As part of the continuous improvement program, we want to make sure we are replacing areas with large SSOS to protect the community and environment. He noted this community runs close to Goose Creek, which runs down to the river, so it is a big source of potential pollution for the Lower Richland Corridor.

Mr. Malinowski inquired about the document stating it would rehabilitate and eliminate a pump station because it appears to be a conflict.

Mr. Davis responded it does at first glance, but does not. He noted they could add a short gravity sewer line to eliminate the pump station, which would provide a cost savings in maintenance, as well as long-term capital improvements.

Mr. Malinowski inquired why we would not start construction to eliminate the current cost.

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Mr. Davis responded the funding is tied to the environmental work. In this case, we are digging alongside the creek. If we are digging we have to have Phase I and other environmental permitting that we do not have to have as a part of the rehabilitation work.

Mr. Malinowski inquired how long it will be before you get the gravity line installed.

Mr. Davis responded it would be between 18 months and 2 years.

Mr. O. Walker inquired if there were any other bids. If so, how many, and how many were local. In addition, is Vortex a local or national provider?

Mr. Davis responded no one that he knows with a CIPP company are headquartered in Columbia. He noted that Vortex was located in Greenville, South Carolina.

Ms. Wladischkin noted Vortex is under a cooperative agreement, meaning there was a governmental entity who solicits for the project and allows other governmental entities to participate in the award. She stated one of the reasons they picked Vortex was because of the time, and the federal funding encourages the use of such agreements to eliminate some of the administrative fees to do the bid ourselves.

Mr. O. Walker inquired if Vortex will be subcontracting the work out.

Ms. Wladischkin responded, to her knowledge, Vortex will be performing the work.

Mr. O. Walker inquired how many bids were received.

Ms. Wladischkin responded the cooperative received many bids, but the County chose Vortex because they had the cured in-place pipe that was preferred.

Ms. McBride inquired about the amount of the CDBG grant.

Mr. Davis responded the grant is \$754,626.32.

Ms. Scheirer stated the total CDBG funds received was approximately \$1.6M.

Mr. O. Walker moved, seconded by Mr. Malinowski, to forward to Council with a recommendation to approve the Quail Creek Collection System Rehabilitation Work and award the rehabilitation phase to Vortex Companies.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- e. **Utilities Department –Rabbit Run Sewer Line – Southeast Sewer Project Flow Increase** – O. Walker moved, seconded by Ms. Mackey, to forward to Council with a recommendation to approve funding to upsize an existing 8-inch gravity sewer line to a 15-inch gravity sewer line. The line is located at the Rabbit Run and is needed to accommodate additional sewer flow and eliminate the Quail Creek pump station from the City of Columbia transfer area.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

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- f. **Utilities Department – Request for Approval of willingness to serve letter for the Point at Chestnut Planation Development(TMS # R05211-01-01)** – Ms. Mackey moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to approve the Willingness to Serve Letter for the development.

Mr. Malinowski inquired about the cost to build the new infrastructure.

Mr. Davis responded they will not have that amount until they get a bid, but we will not have to pay for it.

Mr. Malinowski inquired as to why not.

Mr. Davis responded the developer builds those infrastructure lines so they can put the houses in, but the County gets the lines to maintain and own.

Mr. Malinowski inquired if we would be charging tap fees.

Mr. Davis responded in the affirmative.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous

- g. **Community Planning & Development – TetraTech Change Order 14** – Ms. Mackey moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to approve the contract extension for the agreement between Richland County and Tetra Tech.

Mr. Brown stated, in his meeting with HUD, Richland County was given the opportunity to improve the timeliness of spending funding received. He noted he would recommend approval to show we are improving our timeliness and spend the funding for these projects.

Mr. Malinowski inquired if finding a new company would take more time and expense.

Mr. Brown responded in the affirmative. He stated it would not comply with the graciousness HUD has provided.

Ms. McBride inquired who we contracted with to expend the funds.

Mr. Brown responded we contracted with Tetra Tech. The County did not have the internal staff to move the project forward, and we are still working to build that staff.

Mr. O. Walker inquired what Tetra Tech did for the County.

Mr. Brown responded Tetra Tech manages and implements projects for the County. He noted Richland County was taking steps to have staff manage the projects and allow contractors to implement.

Mr. O. Walker inquired what other projects, besides the Emergency Rental Assistance Fund, was Tetra Tech assisting with.

Mr. Brown responded he would have to ask the Community Planning Development staff to be more holistic, but some of the housing projects relate to the 2015 floods. He stated there were more than one program, but the funding was mostly HUD funding.

Ms. Barron inquired if Tetra Tech was a sole source contractor.

Mr. Brown responded the County bid out for these services, so they would not be a sole source.

Ms. Barron stated Tetra Tech has become a catchall for the County. She inquired if we are losing opportunities for small business owners and other entities to come to the table. She questioned if the procurement process was a fair and equitable opportunity because it appears the County is recycling the same businesses. Ms. Barron inquired about the length of the extension.

Mr. Brown responded it would be a year, but we anticipate the close out of the program would be before that.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- h. Government & Community Services – “Seed to Engage” Small Business Grant Program** – Ms. Mackey moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to approve the proposed grant.

Mr. Malinowski inquired if the program was part of the annual CBDG request.

Ms. Scheirer responded in the affirmative.

In Favor: Malinowski, McBride, O. Walker and Mackey

Not Present: J. Walker

The vote in favor was unanimous.

- i. Department of Public Works- Solid Waste & Recycling Division – Residential Curbside Collections Services, Area 1 – Contract Award recommendation** – Mr. Maloney stated on July 20th they received approval for an RFP for three (3) areas that were coming up on March 1, 2022. The RFP process looked at the background, experience, approach to service to be provided, the contractor’s performance history and the proposed equipment list. He noted they also weighted the unit price. Coastal Waste and Recycling was recommended by staff. Mr. Malinowski moved, seconded by Mr. O. Walker, for discussion.

Mr. Malinowski moved, seconded by Mr. O. Walker, to forward to Council with a recommendation to award the contract for residential curbside solid waste collection services in Area 1 (Northwest Richland County – north of Interstate 20 and west of the Broad River including the Ballantine and Irmo areas) to Coastal Waste & Recycling.

Mr. O. Walker inquired where the company is based.

Mr. Maloney responded the company is based out of Florida.

Mr. O. Walker inquired about their professional reputation and work product.

Mr. Ansell stated Coastal Waste and Recycling employed a little less than 500 people and are in the residential, commercial and industrial collection arena. He provided positive reviews about Coastal Waste and Recycling.

Mr. O. Walker inquired if there were any negative reviews because he personally does not just look at the positive reviews in order to get a more balance approached.

Mr. Ansell responded he did not have any other reviews.

Ms. English noted she had some concerns about an out-of-state vendor versus one that in in-state, particularly with some of the current concerns with Waste Management in areas that are strained.

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Mr. Ansell responded the proposal indicated the approach to the services and it seemed to be a very thorough and comprehensive approach. The company has a lot of experience transitioning into new contracts.

Ms. McBride inquired about the other vendors that applied.

Ms. Wladischkin responded it was in the supplemental information provided to the committee.

Mr. Malinowski noted that was confidential information. If there was something they would like to discuss it would be contractual in nature and would have to be taken up in Executive Session.

Ms. McBride inquired if the company had an office in Richland County.

Ms. Wladischkin responded they did not, but they were proposing to have an office and local staff.

Ms. Terracio inquired if other vendors were given the opportunity to negotiate terms after they submitted their RFPs.

Ms. Wladischkin responded the RFP process allowed for negotiations with the highest ranked offeror. Should negotiations fail with the highest ranked they would move to the 2nd highest ranked offeror and so on.

Ms. Terracio inquired if there was special consideration for local providers.

Ms. Wladischkin responded the County has a local vendor preference; however the tap on the preference is considerably less than the dollar amount these contracts are being offered at.

Ms. Barron stated it does not seem like a fair process for a vendor that has been with us for a number of years to not have an advantage by being an incumbent. She inquired about the transition period for the vendor to be prepared to work on the 1st day of the proposed contract.

Ms. Ansell responded the service provider has a local representative based out of Columbia that will be a transition piece for them.

Ms. Barron inquired when the contract would be scheduled to start.

Mr. Ansell responded March 1, 2022 is the anticipated start date, but there could be supply chain issues involved, so the start date is not firm yet.

Ms. Barron stated she was concerned, since there is no certainty regarding the transition period. The County has existing collection issues and the new company is not locally based.

Mr. Malinowski inquired if the company serves any other states besides Florida.

Mr. Ansell responded they do not.

Ms. McBride moved, seconded by Mr. Malinowski, to defer the remaining items.

In Favor: Malinowski and McBride

Opposed: O. Walker and Mackey

Not Present: J. Walker

The motion for deferral failed.

Ms. Mackey moved, seconded by Ms. McBride, to deny the request to award the contract.

In Favor: McBride, O. Walker and Mackey

**Administration and Finance Committee
October 26, 2021**

Opposed: Malinowski

Not Present: J. Walker

The vote was in favor.

Mr. Malinowski stated the last two items need to be addressed first at the next committee meeting.

- j. **Department of Public Works- Solid Waste & Recycling Division – Residential Curbside Collections Services, Area 3 – Contract Award recommendation** – No Action was taken
- k. **Department of Public Works- Solid Waste & Recycling Division – Residential Curbside Collections Services, Area 6 – Contract Award recommendation** – No action was taken

5. **ITEMS PENDING ANALYSIS: NO ACTION REQUIRED**

- a. **I move that Richland County Council direct the County Administrator and his staff to conduct an equity and inclusive assessment of Richland County Administrative policies and services; and provide recommendations for a comprehensive approach to advancing equity for people of color, women and others who have been historically under- served, marginalized, and adversely affected by persistent inequality. By advancing equity across Richland County Government, we can create opportunities for the improvement of businesses, communities and individuals that have been historically under-served, which will benefit all of Richland County. Appropriate assessments will better equip Richland County to develop policies and programs that deliver resources and benefits equitably to all. [McBride -March 2, 2021]** – No action was taken.

6. **ADJOURNMENT** – The meeting adjourned at approximately 6:58PM.



Agenda Briefing

Prepared by:	John Ansell	Title:	Manager
Department:	Public Works	Division:	Solid Waste
Contributor:	Jennifer Wladischkin	Title:	Manager
Department:	Finance	Division:	Procurement
Date Prepared:	October 07, 2021	Meeting Date:	October 26, 2021
Legal Review	Elizbaeth McLean via email		Date: October 12, 2021
Budget Review	James Hayes via email		Date: October 18, 2021
Finance Review	Stacey Hamm via email		Date: October 12, 2021
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCCEM	
Committee	Administration & Finance		
Subject:	Residential Curbside Collection Services, Area 3 – Contract Award recommendation		

STAFF’S RECOMMENDED ACTION:

The staff of the Department of Public Works recommends the award of a contract for residential curbside solid waste collection services in Area 3 (Northeastern Richland County – bound to the north by the Fairfield County line, to the west by Farrow Road and Interstate – 77, to the south by West Beltline Blvd and to the east by Two Notch Road, Hardscrabble Road, and the Kershaw County line) to Coastal Waste & Recycling.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If no, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

Revenue to cover the Residential Curbside Collection Program is generated by a fee paid annually by residential (and some small business) customers throughout unincorporated Richland County. This standard, countywide fee is based on the total program cost in all eight service areas. Funds for this program are contained in the 2101365006-527200 account of the Solid Waste & Recycling Division budget. An annual curbside collection program fee increase is not anticipated based on the results of rate negotiations with Coastal Waste & Recycling (however, to-be-determined Consumer Price Index (CPI) adjustments in the other collection areas could affect this fee in FY-23).

Additionally, an increase in collection complaints has placed a strain on the Solid Waste & Recycling Division staff, requiring the employment of temporary employees and use of overtime.

The Office of Budget and Grants Management has expressed concern regarding the Solid Waste budget expenditures remaining in line with its revenues. The fee for Area 3 will rise from \$4,164,398 to \$4,306,210 with the new contract. This is \$142,812 more than our current pricing for Area 3. However, based on the current CPI of 5.3%, this could end up being \$77,901 less than the existing contract fee at startup.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

None.

REGULATORY COMPLIANCE:

Curbside collection services are consistent with the South Carolina Solid Waste Policy and Management Act.

MOTION OF ORIGIN:

There is no associated Council motion of origin; however, various staff recommendations regarding solid waste collection services were presented to County Council during a work session and subsequent meetings in June and July 2021. County Council approved these recommendations and to issue RFPs during their regular meeting of July 20, 2021.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

Contracts for residential curbside solid waste collection services in Areas 1, 3, and 6 expire in early 2022. Additionally, we have experienced a significant increase in customer service complaints in many of our collection service areas. In response, the staff of the Solid Waste & Recycling Division, working with the County Procurement staff, issued a Request for Proposal (RFP) for residential curbside solid waste collection services in Area 3. These collection services cover the following:

- Municipal Solid Waste (Household Garbage) Weekly
- Yardwaste Weekly
- Recycling Biweekly
- Bulk Items / White Goods By appointment

The goal of this procurement is to continue to provide, on behalf of residential and small business customers in unincorporated Richland County, dependable solid waste collection services at a reasonable price.

The proposal review committee evaluated four criteria:

- Background and Experience
- Approach to services to be provided
- Performance history
- Proposed equipment lists

This committee consisted of four independent evaluator staff members who are all familiar with the collections process.

Unit price consideration was applied by Procurement staff following review and ranking by the review committee.

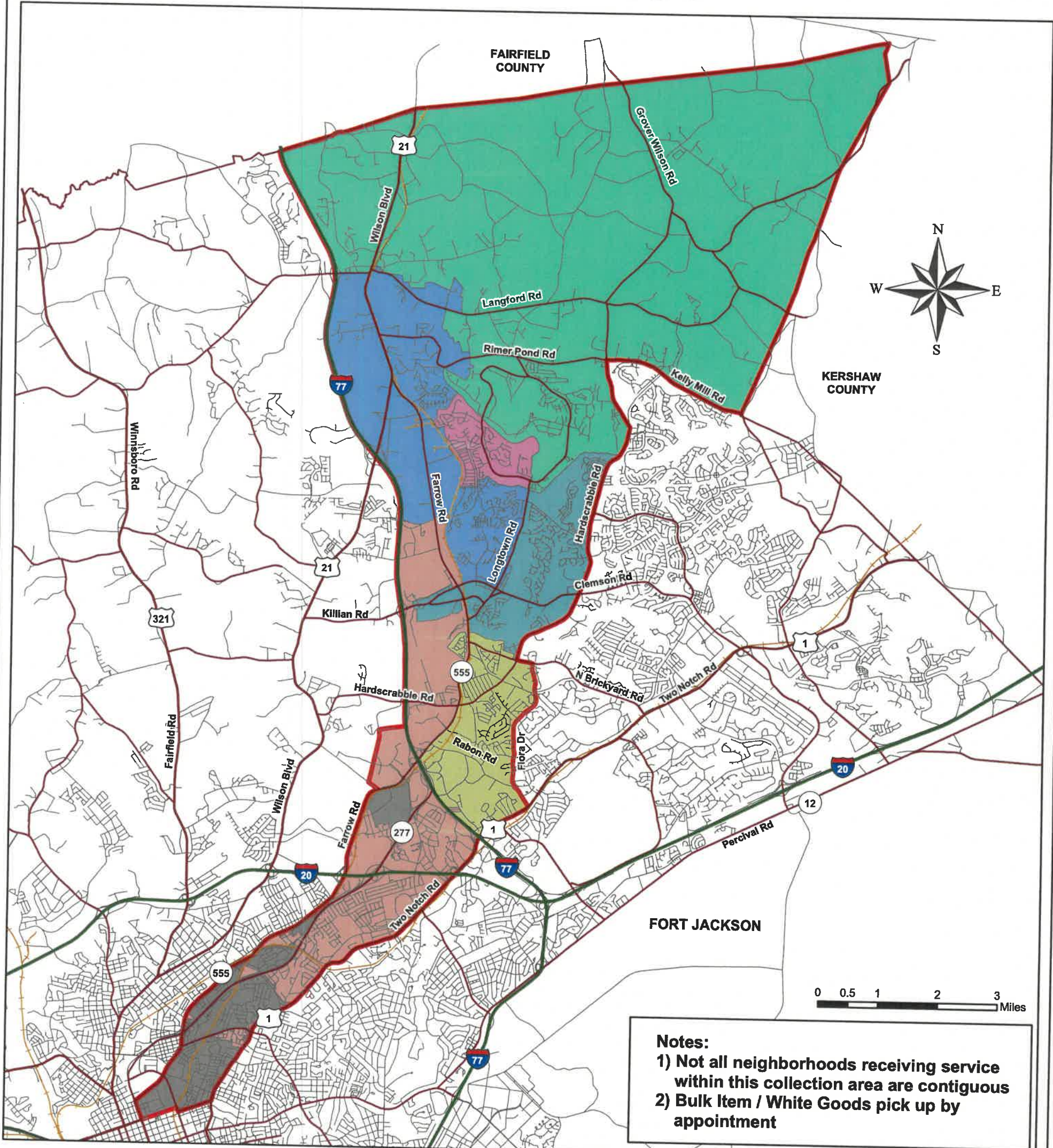
ADDITIONAL COMMENTS FOR CONSIDERATION:

The Proposal Review Committee staff members evaluated proposals from three firms that responded to the RFP. Coastal Waste & Recycling scored the highest of these firms, while addressing all of the required information and services in the RFP. Richland County engaged in negotiations with Coastal Waste & Recycling in order to secure the most economical unit cost.









ATTACHMENTS:

1. Collection Area 3 map

Richland County Department of Public Works Solid Waste & Recycling Division Residential / Small Business Curbside Collection Program Collection Area 3



Notes:
 1) Not all neighborhoods receiving service within this collection area are contiguous
 2) Bulk Item / White Goods pick up by appointment

Legend		Collection Days*	
	Collection Area Boundary		Monday / Monday B
	No Collection - Municipality or Federal Land		Tuesday / Tuesday B
			Wednesday / Wednesday B
			Thursday / Thursday B
			Thursday / Friday A
			Friday / Friday B



PUBLIC WORKS

* Yard Waste is Same Day as Garbage
 Recycling is Every Other Week A or B

JULY 2021



Agenda Briefing

Prepared by:	John Ansell	Title:	Manager
Department:	Public Works	Division:	Solid Waste
Contributor:	Jennifer Wladischkin	Title:	Manager
Department:	Finance	Division:	Procurement
Date Prepared:	October 07, 2021	Meeting Date:	October 26, 2021
Legal Review	Elizabeth McLean via email	Date:	October 12, 2021
Budget Review	James Hayes via email	Date:	October 18, 2021
Finance Review	Stacey Hamm via email	Date:	October 12, 2021
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCCEM	
Committee	Administration & Finance		
Subject:	Residential Curbside Collection Services, Area 6 – Contract Award recommendation		

STAFF’S RECOMMENDED ACTION:

Staff recommends the award of a contract for residential curbside solid waste collection services in Area 6 to Waste Management, Incorporated. The Area 6 is Lower Richland County – bound to the west by Interstate 77, to the north by Leesburg Road, to the south by Garners Ferry Road, and east by the Wateree River.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If no, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

Revenue to cover the Residential Curbside Collection Program is generated by a fee paid annually by residential (and some small business) customers throughout unincorporated Richland County. This standard, countywide fee is based on the total program cost in all eight service areas. Funds for this program are contained in the 2101365006-527200 account of the Solid Waste & Recycling Division budget. An annual curbside collection program fee increase is not anticipated based on the results of rate negotiations with Waste Management (however, to-be-determined Consumer Price Index (CPI) adjustments in the other collection areas could affect this fee in FY-23).

Additionally, an increase in collection complaints has placed a strain on the Solid Waste & Recycling Division staff, requiring the employment of temporary employees and use of overtime.

The Office of Budget and Grants Management has expressed concern regarding the Solid Waste budget expenditures remaining in line with its revenues. However, the Waste Management fee for Area 6 will lower from \$2,203,237.80 down to \$2,018,853.36 with the new contract. This is \$184,384 less than our current pricing for Area 6. Further, based on the current CPI of 5.3%, this could end up being \$301,156 less than the existing contract fee at startup.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

None.

REGULATORY COMPLIANCE:

Curbside collection services are consistent with the South Carolina Solid Waste Policy and Management Act.

MOTION OF ORIGIN:

There is no associated Council motion of origin; however, various staff recommendations regarding solid waste collection services were presented to County Council during a work session and subsequent meetings in June and July 2021. County Council approved these recommendations and to issue RFPs during their regular meeting of July 20, 2021.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

Contracts for residential curbside solid waste collection services in Areas 1, 3, and 6 expire in early 2022. Additionally, we have experienced a significant increase in customer service complaints in many of our collection service areas. In response, the staff of the Solid Waste & Recycling Division, working with the County Procurement staff, issued a Request for Proposal (RFP) for residential curbside solid waste collection services in Area 6. These collection services cover the following:

- Municipal Solid Waste (Household Garbage) Weekly
- Yardwaste Weekly
- Recycling Biweekly
- Bulk Items / White Goods By appointment

The goal of this procurement is to continue to provide, on behalf of residential and small business customers in unincorporated Richland County, dependable solid waste collection services at a reasonable price.

The proposal review committee evaluated four criteria:

- Background and Experience
- Approach to services to be provided
- Performance history
- Proposed equipment lists

This committee consisted of four independent evaluator staff members who are all familiar with the collections process.

Unit price consideration was applied by Procurement staff following review and ranking by the review committee.

ADDITIONAL COMMENTS FOR CONSIDERATION:

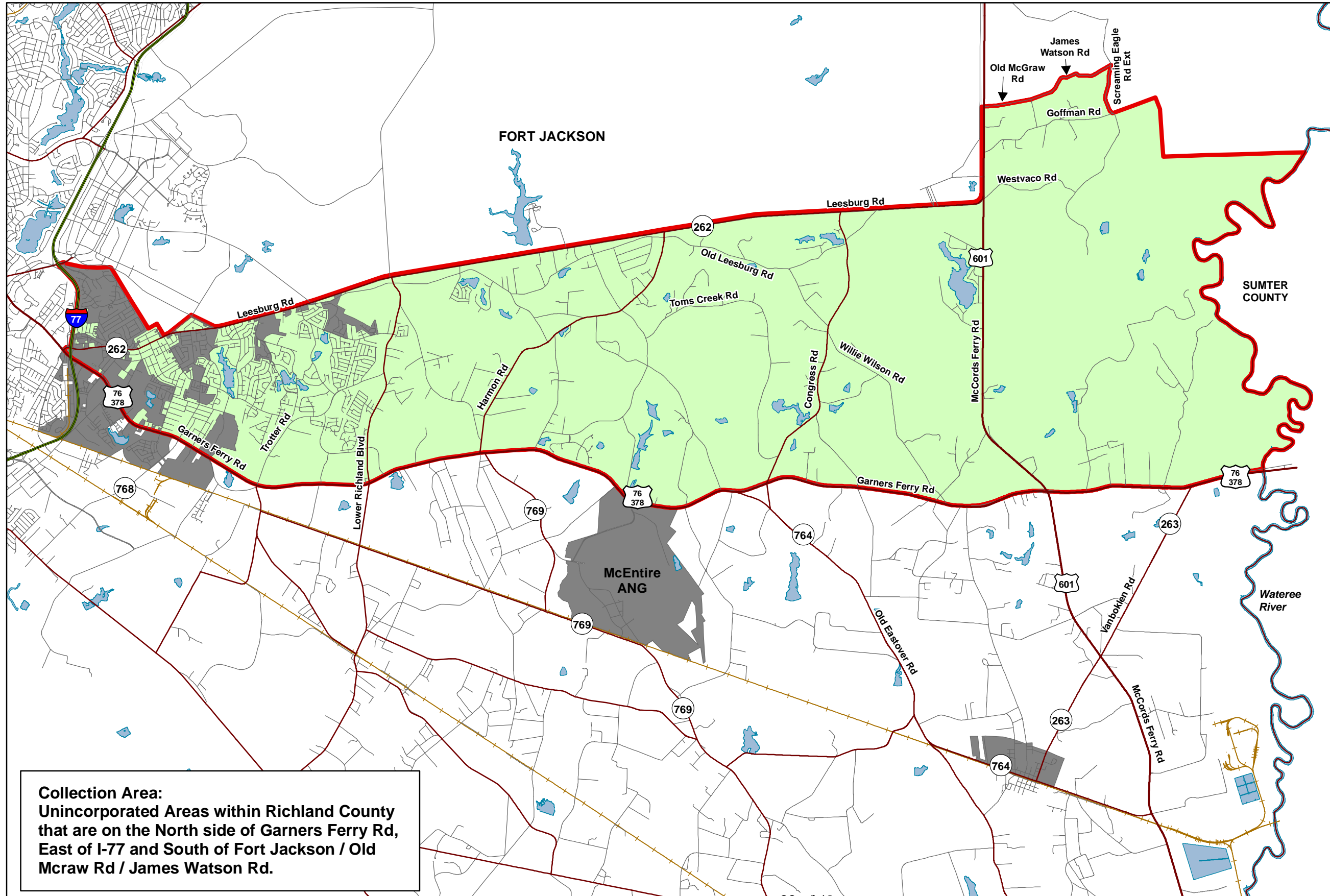
The Proposal Review Committee staff members evaluated proposals from four firms that responded to the RFP. Waste Management, Incorporated scored the highest of these firms, while addressing all of the required information and services in the RFP. Richland County engaged in negotiations with Waste Management, Incorporated in order to secure the most economical unit cost.

Though Waste Management, Incorporated has experienced customer service problems in the wake of the Pandemic, their recent performance has demonstrated improvement. A copy of their Service Improvement Plan for this service area is attached to this agenda briefing.

ATTACHMENTS:

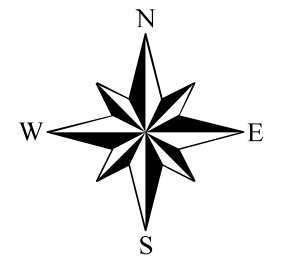
1. Collection Area 6 map
2. Service Improvement Plan

Richland County Department of Public Works Solid Waste & Recycling Division Residential / Small Business Curbside Collection Program



Collection Area 6

- Legend**
- Collection Area Boundary
 - Collection Area
 - No Collection - Municipality or Federal Land



Collection Area:
Unincorporated Areas within Richland County that are on the North side of Garners Ferry Rd, East of I-77 and South of Fort Jackson / Old Mcraw Rd / James Watson Rd.



PUBLIC WORKS

SEPTEMBER 2021

Waste Management detailed, comprehensive assurance plan for Richland County Area #6.

The offerings we provide to our customers clearly differentiate our company from our competitors and demonstrate the value, service, and sustainability solutions we will provide to Richland County if awarded this contract. Our programs meet Richland County's goals through service optimization and cost reduction. As summarized in this response, we offer:

- • Dedication of a new employee, upon award, to the constant evaluation and communication of FleetMind for day-to-day operations of your curbside collection
- • 24/7/365 customer service with back door phone and cell numbers.
- • State-of-the-art technology that increases economic and environmental efficiencies
- • Local operations resources – including trucks, equipment, and drivers – with an extensive national research and development network to drive efficiencies.

We have the expertise and background to help you. We are well positioned to streamline best practices and provide you with each item outlined in the Scope of Services issued for Area 6.

Your Waste Management Richland County service team will include:

Public Sector Services

- • Mindy Spires, Public Sector Sales Representative

Operations

- • Jeff Harvey, District Manager
- • Rick Andrews, Operations Manager/Contract Route Manager
- • Joel Pack, Area Safety Manager
- • Nick Wyrick, Contract Route Manager
- • **To be hired (after award): A FleetMind Dedicated Employee**
- • Deja Clark, Richland County Dedicated Bulk Item Customer Liaison

Team Resumés and Richland County Responsibilities:

Mindy Spires-Miller: Public Sector Sales Representative

Mindy Spires-Miller will serve Richland County by overseeing Waste Management's implementation of the new Agreement. She will make sure all your needs and expectations are met. Mindy has served as the Public Sector Account Manager for Richland County since 2005. In addition to contract management, Mindy is a strong community citizen and will oversee support and contribution activities to cultivate partnerships through participation in causes and events.

Mindy will oversee the efforts of Waste Management's team to verify that obligations, such as reporting, service verification, and customer outreach, are delivered per the contract, law, and company policy. She maintains knowledge about legislation, regulations, and local ordinances regarding Waste Management's delivery of services. Mindy will oversee all aspects of this agreement and will work collaboratively with your staff to design and implement new services and programs in accordance with contractual requirements, changes in law, and your direction.

Jeff Harvey: District Manager

As a District Manager, Jeff Harvey oversees the day-to-day operations of the District, including oversight of employees in our Columbia Hauling District. Jeff provides leadership support to front-line managers for safety, operational, and service performance while also diagnosing and improving processes and procedures. Jeff is responsible for the District's overall service and budget performance. Jeff will interact with Richland County staff to maximize customer satisfaction and improve service efficiency and the daily quality of contract services. During the implementation of services, Jeff will oversee the completion of all operational tasks.

Rick Andrews: Operations Manager

Rick Andrews is the Operations Manager for the Columbia Hauling District. In this position, Rick oversees daily collection services, drivers, and operational performance. Rick manages District personnel needs, including selection, coaching, and training drivers. Rick is also responsible for equipment utilization and managing all equipment needs, including cart and container inventory.

Rick will manage the operational implementation and ongoing quality of all Richland County collection programs and services, and oversee ongoing staffing, and equipment needs. Rick will work with Richland County's staff and our operations team to address special service requests or resolve unique customer requests or concerns (e.g. special event collections, scheduling needs, etc.).

Joel Pack: Area Safety Manager

Responsible for developing district-specific safety plans, Joel Pack, Area Safety Manager, works hand-in-hand with our regional districts to develop safety programs for our people, equipment, and facilities. Joel Pack has served in this capacity for WM since 1996. Joel confirms all sites are fully compliant with both OSHA and Corporate safety requirements, administering safety rules and conducting safety site assessments.

Route Managers

Two of our Route Managers will work closely with Richland County's drivers, assisting with morning launches, ensuring each vehicle is properly inspected at the beginning and conclusion of each route and monitoring drivers throughout their collection routes with a focus on safety and customer service. Route Managers will work closely with Richland County during the implementation of new services, helping to develop and test new collection routes, and proactively addressing customers' unique site requirements and service requests.

Key Personnel Contacts and Addresses

Tracy Shrader	Vice President, South Atlantic Area	(704) 544-0554	tshrader@wm.com	13850 Ballantyne Corporate Place, Suite 225 Charlotte, NC 28277
Brandon Shaw	General Manager, South Atlantic Area	(678) 809-3522	bshaw2@wm.com	300 Colonial Center Parkway Suite 230 Roswell, GA 30076
Eric Wakefield	South Atlantic Collection Operations Director	(609) 381-6119	kwakefield@wm.com	13850 Ballantyne Corporate Place, Suite 225 Charlotte, NC 28277
Mike Holbrook	South Atlantic Area Director	(336) 531-334	mholbroo@wm.com	3303 N. Glenn Ave. Winston-Salem, NC 27105
Mindy Spires-Miller	Public Sector Area Sales Representative	(843) 557-7777 24 of 49	mmille17@wm.com	1452 Waterway Court, Mount

				Pleasant, SC 29464
Bob Peeler	Senior Manager, Govt. Affairs/ Community Relations	(803) 413-0072	bpeeler@wm.com	125 Scarlet Oak Way Lexington, SC 29072
Jeff Harvey	Senior District Manager	(803) 608-8891	jharve11@wm.com	1045 Highway Church Road Elgin, SC 29045
Rick Andrews	Senior Route Manager	(803) 609-0978	dandrew7@wm.com	1045 Highway Church Road Elgin, SC 29045
Nick Wirick	Route Manager	(141) 963-1169	nwirick@wm.com	1045 Highway Church Road Elgin, SC 29045
Djaris Clark	Operations Specialist	(803) 419-2731	dclark23@wm.com	1047 Highway Church Road Elgin, SC 29045
Brenda Adamson	Operations Specialist	(803) 419-2731	badamson@wm.com	1047 Highway Church Road Elgin,

3) DETAILED COLLECTIONS OPERATIONS PLAN

Utilizing the FleetMind System®

WM will utilize the FleetMind System® to monitor its collection operations for Richland County. The system is currently installed on our current fleet and will be installed on our new equipment if an alternate is chosen. We will set up our routes daily and ensure our drivers are logged on when they leave our yard. The routes will be activated by the Route Manager after the routes are launched in the morning. This will also be monitored by our operations specialist to ensure none of the trucks have been missed.

The Waste Management Columbia Hauling District services the Columbia Metro Area covering commercial, industrial, and residential services. We service the area out of our location at 1929 Rush Road in Elgin, SC. We currently run 72 routes out of this location with 156 employees.

WM will set up each route in FleetMind so that it has a geo fence around the route. Each route will be sequenced so that it enables the driver to follow the most efficient route and let them know if they get outside of the zone they are running. This will also enable us to utilize the technology in the event we have a driver who is unfamiliar with the route.

Dedicated Team of Professionals

Waste Management will have a dedicated team that will manage and be responsible for collection operations of each Area serviced. This will consist of a Senior Route Manager Rick Andrews over the Richland County operations focusing on Area 6 and an additional Route Manager who will be primarily responsible for Area 6. They will report to the District Manager Jeff Harvey who will oversee the entire operation. Both will have the ability to cross over to another Richland County Area, if awarded to Waste Management, as needed to handle

service issues that may arise. They will be responsible for the collection operations daily and spending time in the field to ensure routes are being completed. They will also be responsible for ensuring operational issues such as missed pick-ups are checked and resolved finding the root cause to prevent reoccurrence within 24 hours. They will be responsible for an afternoon update for the status of the routes to Richland County Solid Waste Staff. Added communication with not only consist of email to Richland County Solid Waste, but also include back up data for the County.

We have a dedicated Area 6 route manager who works with our Fleetmind personnel to monitor the routes ensuring all customers are serviced. We also have the ability to respond to any issues that arise same day. Our dedicated Area 6 route manager can go to any areas to resolve issues with service collection within 24 hours with the goal being same day and to identify the root cause of the issue to prevent its reoccurrence. The route manager will be spending time in the field checking on areas to ensure service is being provided. He will also be in contact with our dedicated fleet mind operations specialist to check any areas they identify that may be of concern. If they find an issue they can redirect resources there same day. Managers meet with route drivers to go over issues they identify to prevent reoccurrence.

We are setting up geo zones in fleet mind and putting our routing into the system so that it will not only be a bread crumb to show where they have been, but be able to guide the driver through the route to ensure no streets are missed. This project is ongoing and we anticipate having it complete in the 4th quarter.

The goal of this is to prevent any calls from coming into the county by resolving them on pick up day. When we do a get a call same day, we have a satellite truck that can be sent when the call comes in to check and see if it was a late set or to recover the customer the day we receive the call.

Our operations specialist is scheduling all bulk pickups with 48 hours of notification with follow up to the county. Any delays in bulk pick up are communicated to the residents for rescheduling and then followed up with the county with a new date. They will close the loop and email the county once the pickup is complete.

WM will continue to improve our staffing including the ongoing hiring of 5 additional drivers.

We also are scheduling training classes with Fleetmind to come in and help us enhance our teams use of the system.

There will be two operations specialists that will be responsible for monitoring and answering email communications that are received from the County. They will oversee Deja Clark, our Richland County Dedicated Bulk Item Customer Liaison. Deja will manage and handle scheduling of all bulk/white goods pickups and will report out to the Route Managers once the requested schedule is set within 24 to 48 hours. Once processed and tickets are created, she will respond to the County with the scheduled pickup date for validation and confirmation. If there needs to be a reschedule due to operations, they will simultaneously communicate that to the customer(s), and notify the County of the new scheduled date. Communication will be sent to the County acknowledging the service date in order for the County to close the loop in their system. Upon written award, WM will hire a FleetMind-dedicated employee solely committed to the FleetMind System® in Richland County.

This will allow for better communication between Richland County and WM.

All other Route Managers and Operations team members will have FleetMind on their computers and monitor it daily to coordinate with the managers to watch for any areas of concern or do not show service being performed.

They will use FleetMind to monitor any potential misses and or late set-outs resulting in Valid or Invalid complaints, while researching any alerts from the County to coordinate with the managers to identify what the issue was and coordinate with the County to correct the issue so that it does not reoccur.

All WM employees servicing Richland County, including drivers, will be trained per the Richland County Scope of Services specifications. WM has an established quality control plan in place to monitor our own employees' performance aimed at maximizing customer satisfaction. Additionally, we acknowledge Richland County has the right to monitor our staff performance, truck conditions, and level of service for Area #6.

Richland County Residential Yard debris Services

Length, and potential cart tags for carts and or piles that are non-compliant with Richland County Solid Waste Collection Ordinances. We would discuss and seek staff approval prior to any submission requesting changes. We would have our satellite trucks on standby for the first couple of weeks to be able to respond quickly when there are customers that need reminders.

Additionally, WM has one of the best maintenance programs in the industry. Waste Management will supply enough vehicles to service the contracts in Richland County daily. We will have an adequate number of spare vehicles to utilize when our trucks need repaired. We also have national agreement with truck rental companies to provide us assets when we have a need due to a major repair.

We will have enough vehicles to handle increases during high volume months for yard waste, typically mid-March through mid-May and November through December. Additional temporary staff can be added as well if we need further assistance during those increased volume periods. We also could draw other assets and employees from neighboring districts temporarily to assist when the need arises.

Despite the many challenges the COVID-19 pandemic has presented, we continue to provide essential services to communities while protecting the health and safety of our employees. In response to the pandemic, we developed a comprehensive response plan that includes:

- Equipping our frontline workers with personal protective equipment and instituting thorough cleaning, sterilizing, and social distancing procedures
- Shifting more than 19,000 employees to work from home without compromising customer service or operations
- Establishing a website detailing our response plan, with information and resources for customers (wm.com/us/en/COVID19)

Alternate Proposed Collection Vehicles for Richland County

TYPE OF VEHICLE: FRONT LOADER WITH CUROTTO-CAN AUTOMATED SYSTEM

Materials Collected

Recycling, Garbage, Bulk Items (by appointment only), Yard Debris

Crew Size

1 driver

Service Procedures

See following pages for information on Curotto-Can Automated System.

Type of Fuel

Compressed Natural Gas (CNG) trucks only



Alternate Equipment Listing for Richland County – Area 6

MAKE	MODEL	YEAR	DESCRIPTION	BODY MAKE	BODY MODEL	YEAR	CAPACITY
PETERBILT	520	2020	FEL Curotto	HEIL	HALFPACK40	2020	40 Yd
PETERBILT	520	2020	FEL Curotto	HEIL	HALFPACK40	2020	40 Yd
PETERBILT	520	2022	FEL Curotto	HEIL	HALFPACK40	2022	40 Yd
PETERBILT	520	2022	FEL Curotto	HEIL	HALFPACK40	2022	40 Yd
PETERBILT	520	2022	FEL Curotto	HEIL	HALFPACK40	2022	40 Yd
PETERBILT	520	2022	FEL Curotto	HEIL	HALFPACK40	2022	40 Yd
PETERBILT	520	2022	FEL Curotto	HEIL	HALFPACK40	2022	40 Yd
PETERBILT	348	2017	SREL	LOADMASTER	SXL31	2017	31 Yd
PETERBILT	348	2017	SREL 28 of 49	LOADMASTER	SXL31	2017	31 Yd

PETERBILT	348	2017	SREL	LOADMASTER	SXL31	2017	31 Yd
PETERBILT	348	2017	SREL	LOADMASTER	SXL31	2017	31 Yd
PETERBILT	348	2017	SREL	LOADMASTER	SXL31	2017	31 Yd
PETERBILT	348	2017	SREL	LOADMASTER	SXL31	2017	31 Yd
Chevrolet	C2500 HD	2015	Support	PARKAN	RD3106YD	2015	3 Yd

Recommended Educational Program for Conversion from Rear Load Curbside Service to Automated.

In Conjunction with Richland County and those residents affected by the conversion mentioned above, WM will partner with Richland County to reach out in many social media facets to let residents in Richland County Area #6 know of the changes related to curbside collection. This educational piece will include where to place the cart curbside no less than three (3) to five (5) feet away from any objects such as fences, cars, mail boxes.

Flyers should be produced and distributed in Grocery Stores most frequented in Area #6, while the use of Richland County Web Site, Richland County Area #6 Schools, and news paper and news broadcast should be included. This process of education needs to be no less than a 4-week period prior to changes in service.

Please see internal Flyer as a demonstration of what could possibly be used for the residents in area #6.



- Please have trash cart at curb the night before collection day
 - All trash must be bagged – no loose trash in cart
- Please place carts within 3 feet of curb and 5 feet from cars or mailboxes
 - Lid opening must face street



Agenda Briefing

Prepared by:	Michael A. Byrd		Title:	Director
Department:	Emergency Services	Division:		
Date Prepared:	October 05, 2021	Meeting Date:	November 18, 2021	
Legal Review	Elizabeth McLean via email		Date:	November 08, 2021
Budget/Finance Review	Stacey Hamm via email		Date:	November 01, 2021
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCCEM		
Committee	Administration & Finance			
Subject:	Approval of Purchase Orders for Medical Equipment and Supplies			

STAFF’S RECOMMENDED ACTION:

Staff recommends approval to award purchase orders for supplies and services needed for the operations of the Emergency Services Department. Funds are available in the 2021-2022 budget. No additional funds are needed.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If no, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

Funding is included in the 2021 / 2022 budget. No additional funds are needed. It is recommended that Council approve purchase orders to Boundtree Medical for \$191,548.10, Medline Medical for \$100,160.49, and Nashville Medical for \$126,926.64.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

None.

REGULATORY COMPLIANCE:

None applicable.

MOTION OF ORIGIN:

There is no associated Council motion of origin.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

The Emergency Services Department (ESD) requests approval to award purchase orders to Boundtree Medical, Medline Medical, and Henry Schein Medical for medical supplies. The amount of the purchase orders exceed \$100,000; therefore, Council’s approval is necessary.

ESD uses vendors to supply mission critical products and services used by first responders to save lives during emergency response operations. A disruption in the supply chain will impact the scope of practice for responders and cause issues in the administration of best-practice protocols. Supplies and services not available on state contract are bid out for the best pricing. EMS uses hundreds of different medical items that are secured through competitive bidding. The best individual price per item was selected from each of the vendors submitting a bid. Three vendors submitted the lowest prices on individual items and will be awarded bids exceeding \$100,000; therefore, Council’s approval is necessary.

Because we do not know exactly how many of an individual item will be needed, the amount of individual items for the year are estimates. The exact amount of yearly supplies purchased will be determined by call volume, type of call, and circumstance. The exact amounts for each vendor increase or decrease. For example, the pandemic required more PPE supplies than we purchased the previous year. Many items have a short shelf life and are not ordered until in-house inventories reach predetermined levels. However, other items such as PPE have to be ordered well in advance because of availability. Not having purchase orders in place could jeopardize inventories of critical supplies.

Council has approved supply purchase orders in previous years. Once approved, no other action is required from Council. Upon approval, Procurement will issue the purchase orders.

The vendors exceeding \$100,000 during the year are:

VENDOR	TYPE	ESTIMATED AMOUNT
Boundtree Medical	Medical Equipment and Supplies	\$191,548.10
Medline Medical	Medical Equipment and Supplies	\$100,160.49
Henry Schein	Medical Equipment and Supplies	\$126,926.64

ADDITIONAL COMMENTS FOR CONSIDERATION:

ALL VENDORS RECEIVING AN AWARD FOR EQUIPMENT AND SUPPLIES BASED ON THE BIDS RECEIVED:

<u>Boundtree</u>	Total:	\$ 206,871.95
Awarded Items	Tax:	\$ 15,323.85
	Subtotal:	\$ 191,548.10
<u>Medline</u>	Total:	\$ 108,173.33
Awarded Items	Tax:	\$ 8,012.84
	Subtotal:	\$ 100,160.49
<u>Henry Schein</u>	Total:	\$ 137,080.77
Awarded Items	Tax:	\$ 10,154.13
	Subtotal:	\$ 126,926.64
<u>Alpha Vets</u>	Total:	\$ 11,755.80
Awarded Items	Tax:	\$ 870.80
	Subtotal:	\$ 10,885.00
<u>Bay Promo</u>	Total:	\$ 324.00
Awarded Items	Tax:	\$ 24.00
	Subtotal:	\$ 300.00
<u>Life Assist</u>	Total:	\$ 93,270.42
Awarded Items	Tax:	\$ 6,908.92
	Subtotal:	\$ 86,361.50
<u>Quadmed</u>	Total:	\$ 22,872.78
Awarded Items	Tax:	\$ 1,694.28
	Subtotal:	\$ 21,178.50

ATTACHMENTS:

1. List of equipment and supplies (*This will be emailed separately as shrinking the text to fit a 11x17 sheet of paper renders the text illegible.*)



Agenda Briefing

Prepared by:	Jennifer Wladischkin	Title:	Manager
Department:	Finance	Division:	Procurement
Date Prepared:	November 02, 2021	Meeting Date:	November 18, 2021
Legal Review	Elizabeth McLean via email	Date:	November 03, 2021
Budget/Finance Review	Stacey Hamm via email	Date:	November 08, 2021
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCCEM	
Committee	Administration & Finance		
Subject:	Contract Award Recommendation, Knollwood & Planters Drainage Improvements		

STAFF'S RECOMMENDED ACTION:

Staff is seeking approval from County Council to award construction of the Knollwood & Planters Drainage Improvements (RC-466-B-2022) to Cherokee Construction.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department's current fiscal year budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If no, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

This project is budgeted in the Stormwater Management Division's Capital Construction Account 1208302200-532200. The lowest, responsive, responsible bid was \$575,091.20. Staff recommends the project budget include a 10% contingency of \$57,509.12 for unforeseen issues which may arise during construction. The contingency will not be included in the contract amount and will only be used with the approval of the County. The current bid is less than 1% higher than the engineer's estimate, there are enough funds in the Stormwater budget to cover the additional amount.

COUNTY ATTORNEY'S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

None.

REGULATORY COMPLIANCE:

Non-applicable

MOTION OF ORIGIN:

There is no associated Council motion of origin.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

The Stormwater Management Division previously received a Hazard Mitigation Grant to acquire and demolish homes along Knollwood Drive and Planters Drive. The homes were located in the floodplain of a tributary of Reeder Point Branch and experienced repetitive localized flooding. Once the homes were removed, the Stormwater Division worked with a consultant, the LandPlan Group, to design a floodplain restoration plan that will address flooding concerns while redeveloping the vacant lots with a storm water best management practice that would fit the aesthetic of the residential neighborhood. The completed design included removing the failing concrete lined channel and replacing the concrete with a vegetated reinforced permanent matting and Flexterra hydroseed mulch to increase stabilization. The west and east overbank will be revitalized into a pocket park that will provide green space in the residential subdivision and additional flood storage to reduce the 100-year water surface elevation. The Stormwater Division will maintain the restored area after construction.

A Request for Bid (RFB) was advertised by Procurement on September 23, 2021 and closed on October 25, 2021. Five (5) contractors responded to the RFB. The submittals were reviewed by Procurement and the engineers from LandPlan Group South. The recommendation is to award to contractor (Cherokee Construction) who is the lowest responsive responsible bidder deemed most advantageous to the County.

If awarded, the contractor (Cherokee Construction) will begin work for an estimated 180 days and the deliverable will be a Pocket Park that addresses flooding issues in the existing area.

The strategic initiative for this project is to restore the area where houses were acquired and demolished using a HMGP grant into a green space that fits the aesthetic of the neighborhood while also addressing citizen flooding concerns. This project will help area residents with localized flooding issues and adjust the FEMA flood base elevation in this area. If denied, the remaining residents will continue to experience localized flood during most storm events. The nine properties that were purchased and demolished by Richland County will not be utilized for the purpose of addressing localized flooding and remain as vacant lots.

These properties were acquired by Richland County with the purpose of alleviating flooding and restoring the floodplain. An additional alternative is to not complete the project, leave the vacant lots as is and repair the failing concrete in the existing channel. This alternative does not lower base flood elevations or restore floodplain.

On July 11, 2017 Council approved the Blue Ribbon Committee's recommendation to acquire and demolish properties with HMGP funds (Project: 4286-0023 Richland County Resident Acquisition and Demolition (S-009)). (See Council minutes attachments)

ADDITIONAL COMMENTS FOR CONSIDERATION:

None.

ATTACHMENTS:

1. Council Special Called Meeting held dated 7/11/17
2. Approved Council Special Called Meeting minutes dated 7/25/17
3. Engineers drawing of proposed pocket park.
4. Bid tabulation

and have used the \$63 million and the other half do not get anything. In moving forward, as is recommended, we need to stipulate that each particular project does not exceed the current estimate.

Mr. Manning accepted Mr. Malinowski's friendly amendment to stipulate that each project not exceed the current estimate.

<u>FOR</u>	<u>AGAINST</u>
Pearce	
Rose	
C. Jackson	
N. Jackson	
Malinowski	
Dickerson	
Livingston	
Kennedy	
Myers	
Manning	
McBride	

The vote in favor was unanimous.

REPORT OF THE BLUE RIBBON AD HOC COMMITTEE

- a. Approval for submitting full applications for HMGP 4286-DR funding, with the 25% local match – Mr. Pearce stated the committee recommended approval of the full application submission and the local funding match recommendations.

<u>FOR</u>	<u>AGAINST</u>
Pearce	
Rose	
C. Jackson	
N. Jackson	
Malinowski	
Dickerson	
Livingston	
Kennedy	
Myers	
Manning	
McBride	

The vote in favor was unanimous.

Mr. Pearce moved, seconded by N. Jackson, to reconsider this item. The motion for reconsideration failed.

- b. Approval for the CDBG-DR Action Plan update and revision – Mr. Pearce stated the committee recommended approval of the update and revision of the County's CDBG-DR Action Plan.

FOR
Pearce
Rose
C. Jackson
N. Jackson
Malinowski
Dickerson
Livingston
Kennedy
Myers
Manning
McBride

AGAINST

The vote in favor was unanimous.

Mr. Pearce moved, seconded by Mr. N. Jackson, to reconsider this item. The motion for reconsideration failed.

OTHER ITEMS

- a. To establish and create a Special Tax District within Richland County, South Carolina, to be known as the "Lake Dogwood Special Tax District"; to define the nature and level of services to be rendered therein; to authorize the imposition of ad valorem taxes and user service charges therein, which shall be imposed solely within the Special Tax District; to establish a commission for the tax district and provide the terms therefore; and all other matters related thereto – Mr. N. Jackson moved, seconded by Mr. Malinowski, to approve this item.

Mr. Pearce inquired if the referendum has already been held.

Mr. N. Jackson responded in the affirmative.

Mr. Pearce inquired if Council is now required to establish the tax district.

Mr. Smith stated as Council recalls they passed an ordinance authorizing these communities to conduct a referendum to establish these special tax districts. Procedurally it has to come to County Council for the referendum results to be ratified.

Mr. Pearce stated the concerns they expressed would have to be directed to the HOA.

Ms. Myers inquired if there were any guidelines established for the vote of the HOA and the manner in which it has to be taken. She stated some of the concerns voiced tonight were a little disturbing and she wanted to ensure the process that was followed by the HOA gave all of the interested parties the right, the opportunity and the notice to be heard.

Mr. Smith stated he was not familiar with this particular tax district, so he cannot speak to what was done in this case. The attorney for the HOA is present and may be able to address these questions.

Mr. C. D. Rose with the law firm of Pope Flynn. The referendum was properly noticed in accordance with State law. It was held and the vote was overwhelming in favor of the creation of the tax district. He further pointed out there were two things before Council. The first is a resolution that certifies the



Richland County Council
SPECIAL CALLED MEETING
July 25, 2017
Immediately Following A&F Committee
Council Chambers

COUNCIL MEMBERS PRESENT: Joyce Dickerson, Chair; Bill Malinowski, Vice Chair; Calvin “Chip” Jackson; Gwendolyn Davis-Kennedy; Paul Livingston; Jim Manning; Yvonne McBride; Dalhi Myers; Greg Pearce; and Seth Rose

OTHERS PRESENT: Gerald Seals, Brandon Madden, Jamelle Ellis, Tracy Hegler, Beverly Harris, Sandra Yudice, Tony Edwards, Michelle Onley, Jeff Ruble, Roger Sears, James Hayes Valeria Jackson, Elizabeth McLean, Kevin Bronson, Lillian McBride, and Kimberly Willams-Roberts

CALL TO ORDER – Ms. Dickerson called the meeting to order at approximately 6:42 PM.

APPROVAL OF MINUTES

- a. **Special Called Meeting: July 11, 2017** – Ms. Myers moved, seconded by Ms. Kennedy, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA – Mr. Pearce moved, seconded by Mr. C. Jackson, to request unanimous consent to add the following item to the agenda: “Sprinkler Head Replacements Phase 1-3 at Alvin S. Glenn Detention Center”, which was taken up in the A&F Committee.

In favor: Pearce, Rose, C. Jackson, Livingston, Kennedy, Myers, Manning, McBride
Opposed: Malinowski, Dickerson

Ms. McLean requested to add the following item under the Report of the County Attorney for Executive Session Items: “Property Sale Purchase for the Library at 1101 Washington Street”. The potential exigent circumstance is that it is time sensitive and Council does not meet in August.

Mr. Livingston moved, seconded by Mr. Malinowski, to add the “Property Sale Purchase for the Library at 1101 Washington Street” to the agenda.

Mr. Malinowski inquired as to why this is time sensitive.

Ms. McLean stated it is a sale of property, with a potential contract, the library has been working on for approximately 5 years that is very important to them.

Mr. Manning inquired if the exigent circumstances is because there is a contract or because of the whole nature of the item.

Ms. McLean stated it is because there is a contract and Council does not meet for another month.

PLANTERS ROAD

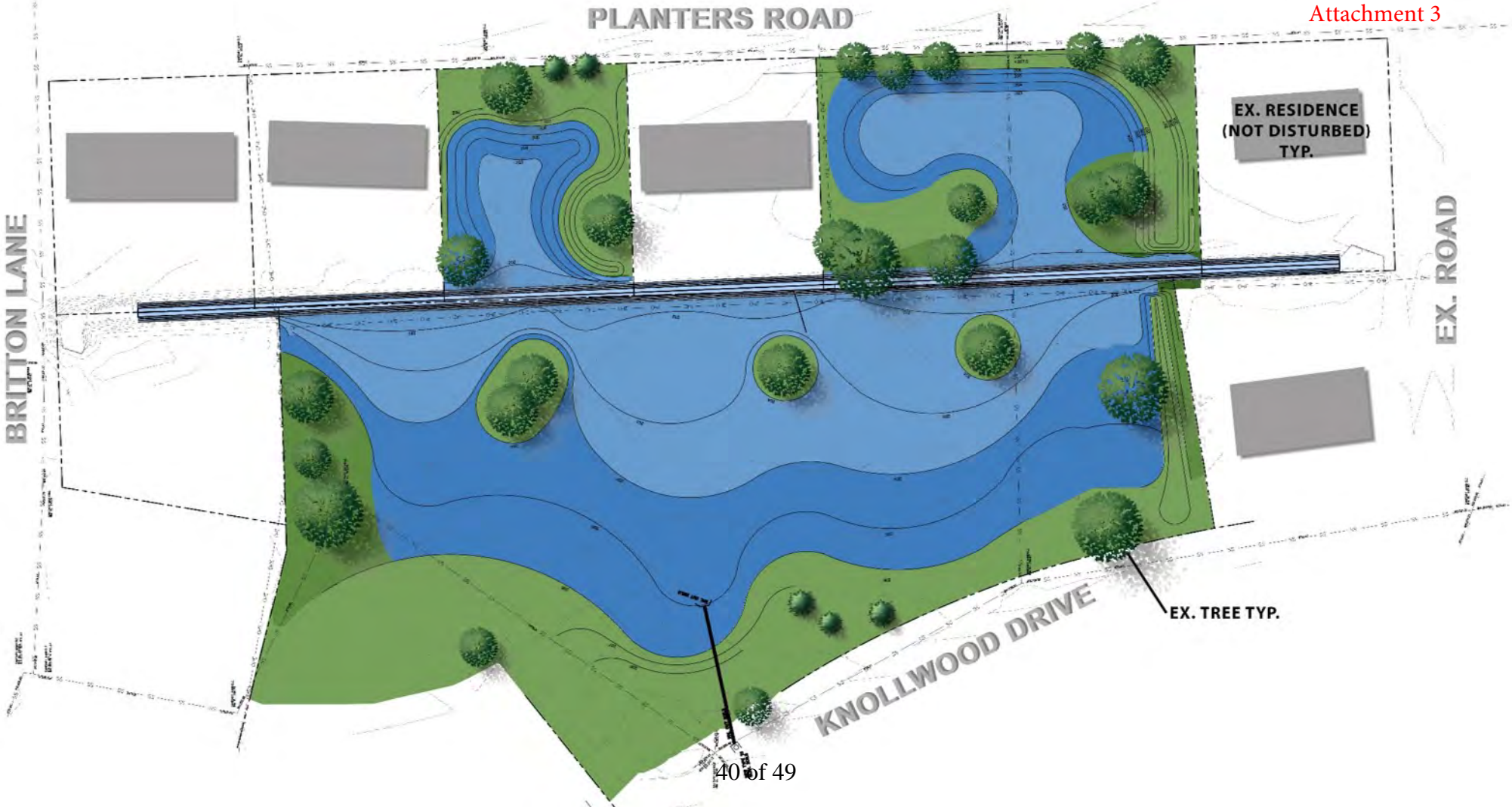
BRITTON LANE

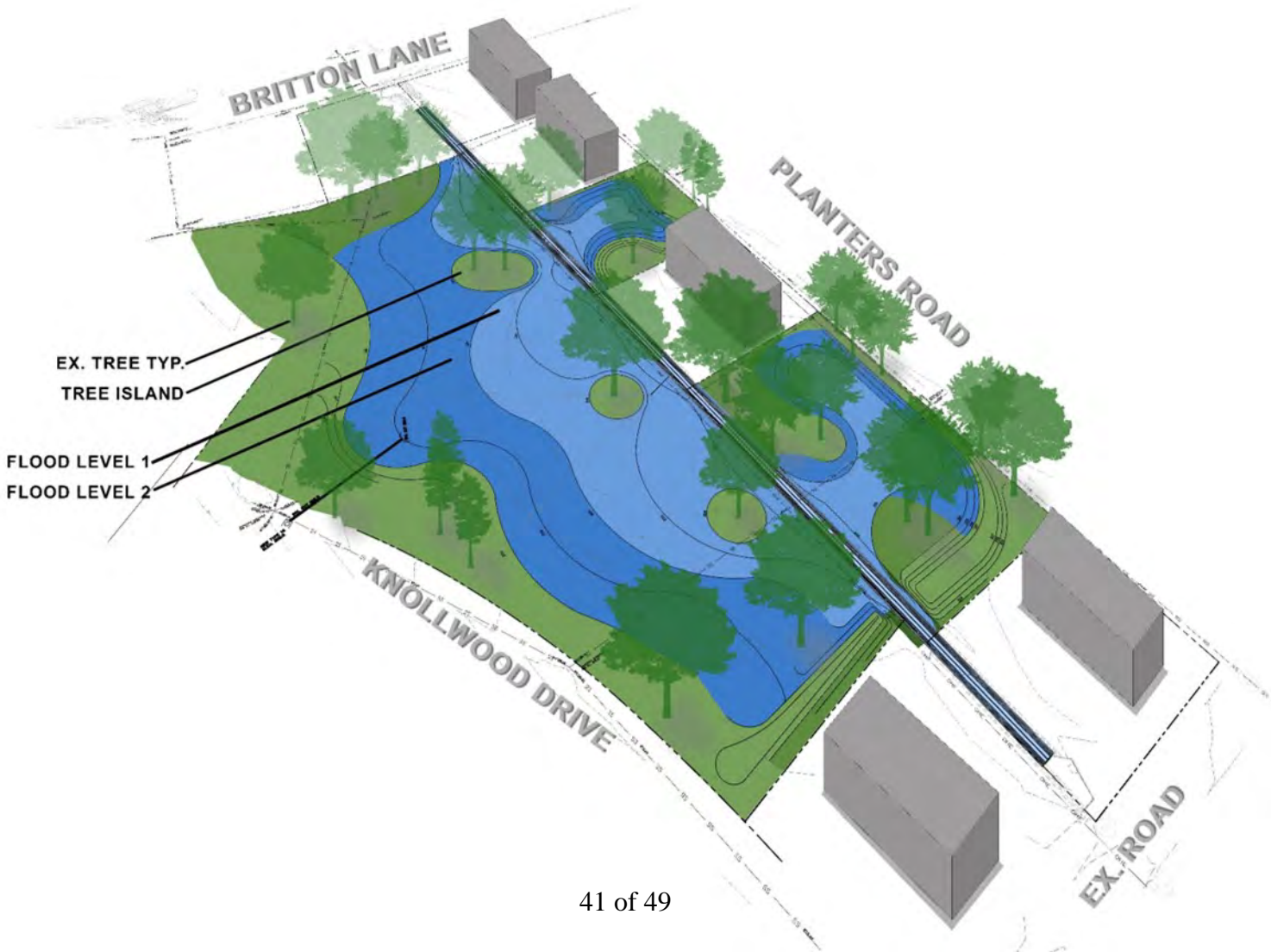
EX. ROAD

EX. RESIDENCE
(NOT DISTURBED)
TYP.

EX. TREE TYP.

KNOLLWOOD DRIVE





RC-466-B-2022 Knollwood & Planters Drainage Improvements

	Cherokee, Inc.	Corley Construction Company, LLC	L - J, Inc.	Lindlers construction	Wiley Easton Construction Co., Inc.
Total Cost	\$ 575,091.2	\$ 1,278,942.04	\$ 1,034,595.7	\$ 594,596.0	\$ 871,345.012



Agenda Briefing

Prepared by:	Steven A. Gaither		Title:	Grant Manager
Department:	Budget & Grants Management	Division:	Grants Management	
Date Prepared:	November 01, 2021	Meeting Date:	November 18, 2021	
Legal Review	Elizabeth McLean via email		Date:	November 08, 2021
Budget/Finance Review	Stacey Hamm via email		Date:	November 08, 2021
Approved for consideration:	Assistant County Administrator	Lori J. Thomas, MBA, CGFO		
Committee	Administration & Finance			
Subject:	Grant Application for Richland County – Palmetto Pride Litter Crew Grant			

STAFF’S RECOMMENDED ACTION:

Staff recommends approval to apply for, and accept upon award, the Palmetto Litter Crew Grant.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If no, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

If awarded, the grant may provide up to an additional \$25,000 which would be allocated to the Special Services budget. There is a zero dollar (\$0) match.

The grant will be for one year with a targeted start date of January 01, 2022. Funds will be dispensed bi-annually dependent upon submitted and approved activities and reports.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

None.

REGULATORY COMPLIANCE:

None applicable.

MOTION OF ORIGIN:

There is no associated Council motion of origin.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

PalmettoPride is South Carolina’s anti-litter and beautification organization created by the legislature to reduce litter. In alignment with its initiatives, the organization has announced a new, competitive, “Litter Crew” grant. The grant will award up to \$25,000 to municipalities and counties to pay for litter removal crews. The grant will also allow for the purchase of necessary items to achieve the County’s litter removal project outcomes and goals, but it will not fund recurring expenses.

Litter removal and blight remediation remain key initiatives for members of the County Council. As such, Richland County will apply for the grant to enhance its existing efforts. The intent of the application and grant is to address the County’s 11 Council districts as the start of a more holistic approach to the County’s beautification efforts.

Should funds be awarded, the County will conduct at least one (1) litter removal/blight remediation project in each of its 11 Council districts. Staff will work with each member of Council to identify an area within his/her district. The program will:

1. Cover longer stretches of highways/blighted areas;
2. Address some back roads in the rural parts of the County in desperate need of litter removal. Rural areas are often used for the improper disposal of garbage, old tires, beverage cans, old mattresses, etc.; and,
3. Create an outreach team to assist and encourage HOAs, churches, and other community organizations to create community-based challenges to remove litter. The HOA, team, church, or other community organization that collects the most litter will win the “Golden Garbage Bin” trophy. Such challenges help to develop a sense of community.

The additional funding will assist the County by expanding its litter program into underserved communities and into those communities overdue for blight remediation.

ADDITIONAL COMMENTS FOR CONSIDERATION:

None.

ATTACHMENTS:



Agenda Briefing

Prepared by:	Harry Polis		Title:	Deputy Chief
Department:	Sheriff	Division:		
Date Prepared:	October 28, 2021	Meeting Date:	November 18, 2021	
Legal Review	Elizabeth McLean via email		Date:	November 01, 2021
Budget/Finance Review	Stacey Hamm via email		Date:	November 01, 2021
Approved for consideration:	Assistant County Administrator	John M. Thompson, Ph.D., MBA, CPM, SCCEM		
Committee	Administration & Finance			
Subject:	RCSD School Resource Officer Grant			

STAFF’S RECOMMENDED ACTION:

The Sheriff’s Department recommends Council approve the grant, if awarded, for up to ten (10) additional School Resource Officers (SRO) to be assigned to the Sheriff’s Department and placed in Richland School District Two schools.

Request for Council Reconsideration: Yes

FIDUCIARY:

Are funds allocated in the department’s current fiscal year budget?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If no, is a budget amendment necessary?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

ADDITIONAL FISCAL/BUDGETARY MATTERS TO CONSIDER:

This is a new grant opportunity. This project will fund the salary, fringe benefits, and needed equipment and training for up to ten (10) new School Resource Officers. This project is for 100% funding. No match required.

COUNTY ATTORNEY’S OFFICE FEEDBACK/POSSIBLE AREA(S) OF LEGAL EXPOSURE:

None.

REGULATORY COMPLIANCE:

None applicable.

MOTION OF ORIGIN:

There is no Council motion of origin.

Council Member	
Meeting	
Date	

STRATEGIC & GENERATIVE DISCUSSION:

At the time Grant Budget Requests were prepared in January 2021, this funding stream did not yet exist and was not originally included in the RCSD Grant Budget Requests for FY22. In September 2021, we were notified of additional state budget appropriations for School Resource Officers. In partnership with Richland School District Two, an application for ten (10) new School Resource Officers and needed equipment was prepared and submitted. These officers would be assigned to District Two elementary schools that currently do not have an officer stationed there. If funded, the grant period would begin January 1, 2022.

ADDITIONAL COMMENTS FOR CONSIDERATION:

None.

ATTACHMENTS:

1. Grant Application



South Carolina Department of Public Safety
Office of Highway Safety and Justice Programs
School Resource Officer Program



2021-22 STATE-FUNDED SRO, TRAINING, AND EQUIPMENT
APPLICATION - PART 1

This application should be submitted ASAP to SROprogram@scdps.gov and each participating law enforcement agency (LEA) in order to allow the LEA(s) time to submit their Part 2 of the application at SCDPSgrants.com by the deadline of October 29, 2021

PART 1A SCHOOL DISTRICT INFORMATION

DISTRICT NAME:	Richland School District Two	EMAIL ADDRESSES:	
SUPERINTENDENT:	Dr. Baron Davis	badavis@richland2.org	
POINT OF CONTACT:	Marq Claxton	mclaxton@richland2.org	
PHONE NUMBER:	8037363774	EXT: 23236	WEBSITE: www.richland2.org

This application is made in pursuant to Proviso 63.9 of the South Carolina 2021-2022 Appropriations Act, requesting the following:

PART 1B STATE-FUNDED SRO TRAINING AND EQUIPMENT (Check all that apply)

- SRO Training is requested for:
 - New SROs
 - Existing SROs
- SRO Equipment is requested for:
 - New SROs
 - Existing SROs

PART 1C STATE-FUNDED SROS ARE REQUESTED FOR THE FOLLOWING SCHOOLS WITHOUT AN SRO:
(List starting with highest priority at top. Attach additional sheet, if needed.)

NAME OF SCHOOL	LAW ENFORCEMENT AGENCY
Windsor Elementary	Richland County Sheriff's Department
Polo Road Elementary	Richland County Sheriff's Department
Forest Lake Elementary	Richland County Sheriff's Department
Sandlapper Elementary	Richland County Sheriff's Department
Bookman Road Elementary	Richland County Sheriff's Department
Rice Creek Elementary	Richland County Sheriff's Department
North Springs Elementary	Richland County Sheriff's Department
Round Top Elementary	Richland County Sheriff's Department
Bethel - Hanberry Elementary	Richland County Sheriff's Department
Lake Carolina Lower/Upper	Richland County Sheriff's Department

I affirm that the school district has coordinated with the law enforcement agency(s) listed above and that they are willing and able to provide the requested School Resource Officer(s) no later than March 31, 2022. It is further understood that this application is subject to approval and may be limited based on funds available for award.

BR Davis

Signature of School Superintendent

6 OCT 2021

Date

Advancing Racial and Gender Equity in Richland County
Submitted by: Yvonne L. McBride
February 25, 2021

Motion:

I move that Richland County Council direct the County Administrator and his staff to conduct an equity and inclusive assessment of Richland County Administrative policies and services; and provide recommendations for a comprehensive approach to advancing equity for people of color, women and others who have been historically underserved, marginalized, and adversely affected by persistent inequality. By advancing equity across Richland County Government, we can create opportunities for the improvement of businesses, communities and individuals that have been historically underserved, which will benefit all of Richland County. Appropriate assessments will better equip Richland County to develop policies and programs that deliver resources and benefits equitably to all.

To meet the objectives of the motion and enhance compliance with existing civil rights laws, within 7 months of the date of this order, the Administrator shall provide a report to Richland County Council on the findings of the “ the Racial Equity and Inclusive assessment of Richland County’s Administration and Services. The report should also include plans and recommendations for addressing inequities, and should reflect but not be limited to the following:

Identifying Methods to Assess Equity: The administrator shall contract with an evaluator in partnership with the heads of Department and others to study methods for assessing whether agency policies and actions create or exacerbate barriers to full and equal participation by all eligible individuals; particularly as it relates to procurement and contracting.

The study should aim to identify the best methods, consistent with applicable law, to assist the County in assessing equity with respect to race, geography, gender, underserved communities and others as deemed appropriate. As part of this study, the Administrator shall:

Establishing an Equitable Data Working Group: Some of Richland County data sets are not disaggregated by race, gender, income or other key demographic variables. This lack of data has cascading effects and impedes efforts to measure and advance equity. A first step to promoting equity in Government action is to gather the data necessary to inform that effort.

The Data Working Group shall:

- 1) Through consultation provide recommendations identifying inadequacies in existing County data collection of services, programs, and policies across departments; (2) provide strategies for addressing any deficiencies identified; and (3) support county departments in implementing actions, consistent with applicable law and privacy interests, that expand and refine the data available to measure equity and capture the diversity of Richland County.

Promoting Equitable Delivery of Government Benefits and Opportunities.

Government programs are designed to serve all eligible individuals. Government contracting and procurement opportunities should be available on an equal basis to all eligible providers of goods and services.

Conducting Equity in Richland County: The Administrator shall, select certain of the agency’s programs and policies for a review that will assess whether underserved communities and their members face systemic barriers in accessing benefits and opportunities available pursuant to those policies and programs.

- a) Potential barriers that underserved communities and individuals may face in taking advantage of agency procurement and contracting opportunities;
- b) Potential barriers that underserved communities and individuals may face to enrollment in and access to benefits and services in Richland County Programs;
- c) Define whether new policies, regulations, or guidance documents may be necessary to advance equity in agency actions and programs; and
- d) The operational status and level of institutional resources available to agencies or entities within the county that is responsible for advancing civil rights or whose mandates specifically include serving underrepresented or disadvantaged communities.

Allocating County Resources to Advance Fairness and Opportunity.

The County Government should be consistent with applicable law, allocate resources to address the historic failure to invest sufficiently, justly, and equally in underserved communities, as well as individuals from those communities. To this end:

- a) The Administrator and appropriate departments shall identify opportunities to promote equity in the budget submitted to Richland County Council.
- b) Study strategies, consistent with applicable law, for allocating County resources in a manner that increases investment in underserved communities, as well as individuals from those communities.

Engagement with Members of Underserved Communities. In carrying out this order, the county shall consult with small minority businesses, and members of communities that have been historically underrepresented in County Government and underserved by, or subject to discrimination in, County policies and programs. All County departments shall evaluate opportunities, consistent with applicable law, to increase coordination, communication, and engagement with community-based organizations and civil rights organizations.

Note: This motion is adapted and consistent with policy recently promulgated by the White House. President Biden stated that “ equal Opportunity is the bedrock of American democracy, and our diversity is one of our country’s greatest strengths; but entrenched disparities in our laws and public policies, and in our public and private institutions, have often denied that equal opportunity to individuals and communities. “

<https://www.whitehouse.gov/briefing-room/presidential-actions/2021/01/20/executive-order-advancing-racial-equity-and-support-for-underserved-communities-through-the-federal-government/>