



TRANSPORTATION
PROGRAM

Transportation Penny Advisory Committee Meeting

Monday, November 26, 2018 at 5:30 PM
4th Floor Conference Room
2020 Hampton Street, Columbia SC 29202

Meeting Agenda

1. **Call to Order** Mr. Phillip Simoneaux

2. **Approval of Minutes (Pages 1-6)** Mr. Phillip Simoneaux

3. **Public Comments**

4. **Office of Small Business Opportunities (Pages 7-12)** Mr. Bryant Davis

5. **Transportation Program (Pages 13-14)** Dr. John Thompson

Mr. David Beaty
 - Council Approvals
 - Preconstruction Update
 - Construction Update
 - Miscellaneous

6. **The Comet Program (Pages 15-25)** Mr. John Andoh
 - Comet Memo
 - Financial Reports
 - DBE Report
 - January Service Change List

7. **Other Business**
 - Next scheduled meeting: January 28, 2019

8. **Adjournment**

Transportation Penny Advisory Committee
September 24, 2018 – 5:30 PM
4th Floor Conference Room
2020 Hampton Street, Columbia 29204

COMMITTEE MEMBERS PRESENT: Frank Anderson, Malcolm Gordge, Richard Brown, Phillip Simoneaux, Larry Funderburk, John Epting, Cyril Busbee, Jr., and Paul Livingston

OTHERS PRESENT: Michelle Onley, Kimberly Toney, Bryant Davis, Nathaniel Miller, John Thompson, and Mohammed Al-Tofan

CALL TO ORDER – Mr. Phillip Simoneaux called the meeting to order at 5:30 PM

APPROVAL OF MINUTES: The minutes were approved unanimously.

PUBLIC COMMENT – No one signed up to speak.

OFFICE OF SMALL BUSINESS OPPORTUNITIES UPDATE

- ◇ **Executive Summary:** This report is submitted pursuant to Ordinance(s) 049-13HR and 058-16HR to ensure that the OSBO team provides support to the County to ensure that the SLBE has equal opportunity to participate in County contracts for all six (6) Industry Categories: Construction Services, Professional Services, Non-Professional Services, Engineering Services, Architectural Services, and Wholesale Operations.
- ◇ **Purpose:** The purpose of this report is managing the ongoing requirements of the Ordinance(s), improving and creating new Standard Operating Procedures (SOPs), and ensuring payments to contracted SLBEs.
- ◇ **Analysis:** SLBE Certified Firms (Active Certification) – 83 Firms
- ◇ **Contract Participation:**
 - Payments to SLBE Certified - \$40,729,387
 - Payments to Uncertified Firms - \$101,826,234
 - Total - \$142,555,621
- ◇ **Department Outlook:**
 - i. *Facilitating increase in County wide SLBE utilization in County wide contracts*
 - OSBO staff is collaborating with RC Directors to identify current vendors to become certified SLBEs
 - ii. *Continued review of PDT SLBE Contractual Compliance*
 - *PDT SLBE Participation Update and Payment Invoices*

- **Business Development**
 - i. OSBO Website Highlights
 - ii. Highlighted Articles
 - ❖ Firms's Featured Stories
 - SLC Hauling and Trucking Company, LLC – District 2
 - Shady Grove Construction, LLC – District 1
 - iii. Attended weekly 1 Million Cups – Columbia
 - iv. Attended the Columbia Chamber Small Business Council Committee
 - v. Attended the NCAA Community Meeting
 - vi. Attended the National Association of Women in Construction – September 19th
 - vii. Attended the Big DM Women Empowerment Conference – September 29th
 - viii. Coordinated Marketing 101 Workshop – September 19th
 - ix. Attended the Bid Opening for Pedestrian Improvement Package 2
 - x. Participated in three site visits
 - xi. Formulated Excel spreadsheet for upcoming goal setting projects

- **Financial Resources Coordinator:**

(Projects Completed)

- i. Attended Pre-Bid meeting for Candlewood Phase 3
- ii. Provided SLBE Goal Setting for Clemson Road Sidewalk
- iii. Attended bid opening meeting for Pedestrian Improvements Package 2
- iv. Reconciled multiple undocumented payments (time and month information is pulled)
 - ❖ Number of payments due to prime – 39
 - ❖ Number of payments due to subcontractors – 159

- **Certification & Compliance:**

(Projects Completed)

- i. Completed three (3) new certifications and one (1) re-certification with three (3) new certifications pending and five (5) re-certifications pending
- ii. Attended the Big DM Women Empowerment Conference at the Columbia Convention Center on September 29, 2018

- **Work with CGS Staff to implement a Small Business Expo for Spring 2019**

TRANSPORTATION PROGRAM UPDATE

- ◇ **Council Approvals:**

- Existing Brick Mailboxes on Sidewalk Projects – Approved leaving existing mailboxes and constructing sidewalk around them instead of removal; they will still be able to be ADA compliant.
- Calhoun Road Diet – Approved continued study and coordination regarding road diet and bicycle accommodations
- Resurfacing Authorization – Approved design of approximately \$7.5 million in Resurfacing funds to

be advertised for construction in early 2019.

- Dirt Road Program Management – Approved PDT managing the Dirt Road Program.
- Spears Creek Church Design – Approved moving forward with 3 readings and a public hearing for the design of 30% plans; reducing termini by 1,700 feet.
- Sidewalk S-9 (Koon/Farmview) – Approved a contract in the amount of \$200,000; was presented to Council October 2, 2018.

◇ Preconstruction Update:

- Blythewood Widening Phase 1 – The PDT submitted 70% complete Right of Way Plans to SCDOT and requested authorization to begin acquiring Right of Way on August 28, 2018
- Clemson Road Widening – The PDT has received Construction Authorization from SCDOT. The project is planned to be advertised for construction in November 2018.
- Lower Richland Boulevard Widening – Design work to include surveys and traffic counts have begun.
- Polo Road Widening – Design work to include surveys and traffic counts have begun.
- Bull/Elmwood Intersection – Approval from the SCDOT was received on August 30, 2018 to initiate Right of Way acquisition. 95% complete plans have been submitted to SCDOT. Coordination with business owners is ongoing.
- Garners Ferry/Harmon, North Springs/Harrington, and Screaming Eagle Percival Intersections – 95% complete plans were submitted to SCDOT on August 23, 2018 for initial review. Right of Way acquisition is nearly complete.
- Shop Road Extension Phase 2 – Design work to include surveys and traffic counts have begun.
- Greene Street Phase 2 – Design remains approximately 99% complete. Detailed design is being coordinated with the railroad and one drainage outfall location. Project critical items remain Railroad Agreements and Right of Way acquisition/coordination of the USC Facilities building.
- Broad River Corridor Neighborhood Improvement Plan – Design work to include surveys and traffic counts have begun.
- Broad River Neighborhood Plan – The project is planned to be advertised for construction in later September 2018.
- Candlewood Neighborhood Plan Phase 3 – Construction bids were received October 17, 2018 and are under review.
- Decker/Woodfield Neighborhood Plan – 95% complete plans for Chatsworth Connector and Faraway Sidewalks are under review by the PDT. A public meeting was held on October 8, 2018 from 5-7 at Decker Center.
- Southeast Richland Neighborhood Plan (SERN) – The PDT has received Construction Authorization from SCDOT. The project is planned to be advertised for construction in November 2018.
- Trenholm Acres/Newcastle Neighborhood Plan – Design work to include surveys and traffic counts have begun.
- Gills Creek Greenway – Phase 2 design continues. A completed Service Order to begin design for Phase 3 was fully executed on August 29, 2018.
- Pedestrian Intersections – The project received bids for construction on October 3, 2018 and are under review; may have to re-advertise.

◇ Construction Update

- North Main Street – Both the SCE&G and Joint Use utility duct banks are essentially complete. The waterline relocation and sewer line rehabilitation are also essentially complete. Removal of overhead

utilities and installation of storm drainage has begun from Anthony Street to near Sunset Blvd.

- *Shop Road Extension Phase 1 – Resurfacing of the existing intersection of Shop Road and Pineview is now complete. Concrete pavement from the intersection with Pineview is essentially complete, but shoulder grading continues in this area. Approximately 3,000’ of the eastbound lanes was paved with asphalt in preparation for future placement of concrete. Concrete paving on the westbound lanes is underway. Concrete is being utilized because the life span is longer than asphalt, and is able to stand up better to truck traffic.*
- *3 Rivers Greenway – Installation of the concrete pathway is now 95% complete. The 900’ section of elevated boardwalk in the vicinity of the rapids is 70% complete. Work is progressing on the bathrooms, ranger station, and parking lot which is now paved. Council is considering utilizing general funds instead of Penny funds for approximately \$850,000 to construct bathrooms, ranger station, and parking lot to ensure compliance with regulations.*
- *Magnolia/Schoolhouse Sidewalks – The Construction Notice-to-Proceed has been issued for October 1, 2018.*
- *Dirt Road Packages G and H – The Construction Notice-to-Proceed has been issued for October 1, 2018.*
- *Pelham/Tryon Sidewalks – The Construction Notice-to-Proceed has been issued for October 1, 2018.*
- *Resurfacing Package O (39 roads) – The Construction Notice-to-Proceed has been issued for October 1, 2018.*

◇ Miscellaneous

- A Transportation Ad Hoc Committee meeting is scheduled for October 25, 2018.

Mr. Beaty stated, in the paper, was an article on the PDT’s salaries. The paper was inaccurate. When the news reporter called him, he chose not to give any details of the contractual matter. The issue comes down to, when they signed a 5-year contract to provide program management, they estimated it would take on average 29 people for those 5 years. Some years it might take 32. Others it might take 28. They agreed on 2014 salaries, at the time, so they said 5 years’ times this many people, times their salary equals \$30.1 million. The PDT is being paid \$30.1 million over 5 years to deliver the program, which equates to \$6,020,000 per year no matter if they have 29 or 32 employees. It is up to the PDT on how they pay individual staff. Their original rates that they agreed on in 2014 had a secretary making \$30,000 a year. To protect the County, and the PDT, they said there would be no pay raises for those 5 years. They put a phase in the contract that said, if the US Bureau of Labor and Statistics, says there is a cost of living increase, for these positions, then we will apply a raise. If there is no increase, they get no raise. If there is, they tie it to something. The Director of Transportation, at that time, said the County might want more positions from them in the future, and inflate those numbers. That way, if they came to him and said they wanted an architect, they would not have to negotiate because there are already pre-established pay rates for an architect. Their contract says, any further pay rates, they may be eligible for, is tied to this exhibit. This exhibit is already inflated, so when they sent a letter to the County, and said they needed to start this dialogue, the contract is tied to these inflated rates, which does not make sense. The newspaper did not have all of the story. They reported that the PDT said a secretary was making \$52,000.

Mr. Simoneaux inquired if there has been an update on hiring a new County Administrator.

Mr. Livingston stated there is a committee and we have hired a consultant to assist with recruiting a new Administrator.

THE COMET PROGRAM UPDATE

- ◇ Service Changes – The COMET is implementing service changes on November 5. Among the services are:
 - *Increase service on the 2 Lexington County Routes (26 & 28) and extend Rout 28 to the Airport;*
 - *Increase frequencies on the 101 to 20 minutes during peak and 30 minutes on weekends;*
 - *Add weekend service to 88: Crosstown;*
 - *Convert route 31: Denny Terrace to a route deviation service operated by DART;*
 - *Add on-demand service to the Riverbanks Zoo on Route 84; and*
 - *Extend route 17: Harrison (now called route 74) to Trenholm and Forest Drive for access to grocery stores*
 - *Add services for Amazon and Nephron*
- ◇ Service Suspended – Due to Hurricane Florence the COMET suspended service for more than three days beginning at 5:30 p.m. on Thursday, September 13. Regular service resumed on Monday, September 17.
- ◇ The COMET Academy – The 4th class of the COMET Academy is underway now, educating a group of citizens about how transit is funded, operated, and structured.
- ◇ Ridership Report: Mr. Andoh provided the report to the committee members.
- ◇ Marketing: The COMET is working on a new transit system map, a new timetable design and bus shelter system map. This will be ready by November 2018.

Mr. Andoh was asked about how many shelters the COMET currently has. He stated he was not sure, but would be able to provide that answer in about 2 months.

They are going through a reorganization, and evaluating the staff they have. They are trying to address some deficiencies, so by January 2019 they should be able to provide an updated organizational chart.

The press releases regarding the Uber and Riverbanks Programs are to be emailed out to the committee members.

Mr. Andoh stated his top challenges are making sure he has everyone on board and staff development. There are some deficiencies in the staff and it is causing a trickle-down effect. In addition, open communication with Lexington and Richland County, in order to ensure they are providing them with what they want in a transit system. Lastly, the Penny funding is coming in faster than anticipated, so they are going to have to have a discussion regarding the future finances of the COMET (i.e. additional Penny funding or ramping down services provided).

Mr. Simoneaux stated he believes that scooters will be coming to the Columbia in the near future.

Mr. Andoh stated he would like to have a conversation with the Mayor about partnering with the City to implement a hybrid program. He would also like to replace 8 buses in the next 4 years with a hybrid of hydrogen and electric buses. The City has a hydrogen station that has not been used since 2011. Boston may be loaning us their hydrogen buses, once they done with their pilot. He stated the next time they replace diesel buses will not be until 2030. He would like to purchase the buses with grant proceeds instead of Penny funding because the buses cost approximately \$750,000 apiece.

Mr. Brown requested additional information regarding the Boston hydrogen bus.

Mr. Andoh stated they have the station and infrastructure. They will have to give the contractor training on how to operate and maintain the bus. The intent is to rotate the bus around to see how it performs in the Columbia market. His understanding is the hydrogen bus is a 2017 vehicle, and is the next generation of hydrogen technology. They did engage the Center of Transportation and Environment, who helped with the initial pilot in 2011, to help them with how to launch a pilot like that here in Columbia.

OTHER BUSINESS

- Next Scheduled Meeting: November 26, 2018 – 2020 Hampton Street

ADJOURN – The meeting adjourned at approximately 6:20 PM



Transportation Penny Advisory Committee Report

OSBO
Manager's Report

November 16
2018

1. Executive Summary:

This report is submitted pursuant to Ordinance (s) 049-13HR and 058-16HR to ensure that the OSBO team provides support to the County to ensure that the SLBE has equal opportunity to participate in County contracts for all six (6) Industry Categories.

Primary Industry Category					
Construction Services	Professional Services	Non-Professional Services	Engineering Services	Architectural Services	Wholesale Operations

2. Purpose:

The purpose of this report is to manage the ongoing requirements of the Ordinance(s), improving and creating new Standard Operating Procedures (SOPs), and ensuring payment to contracted SLBEs.

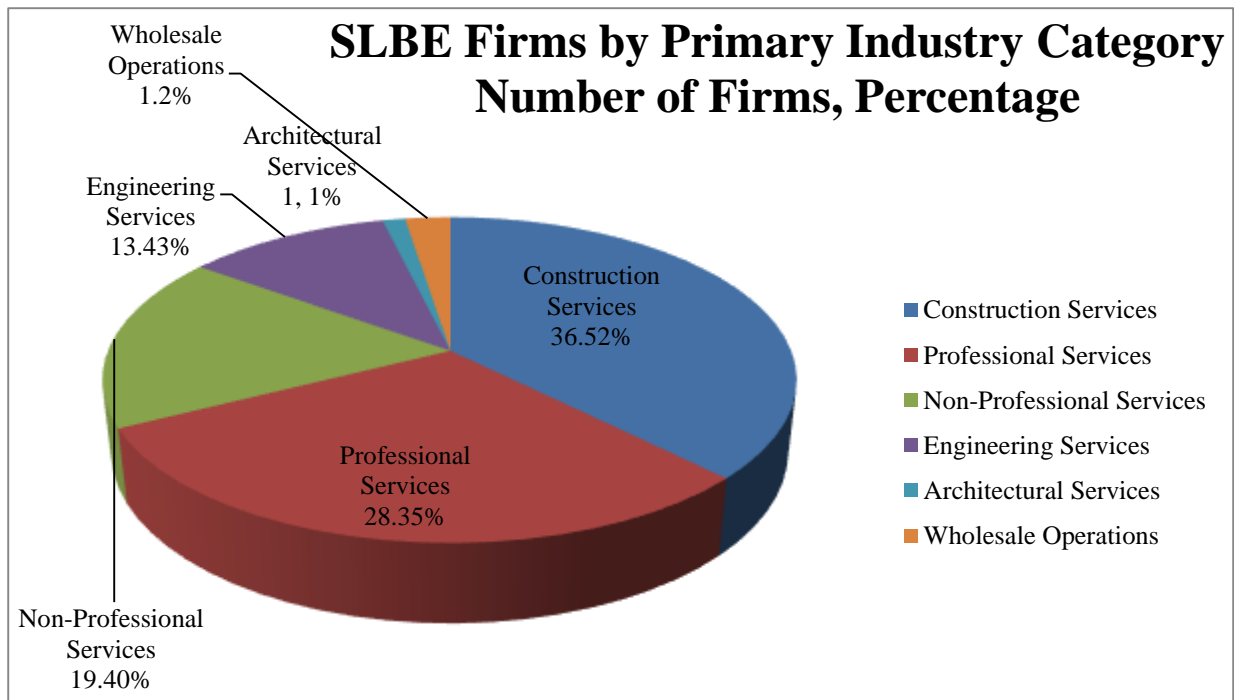
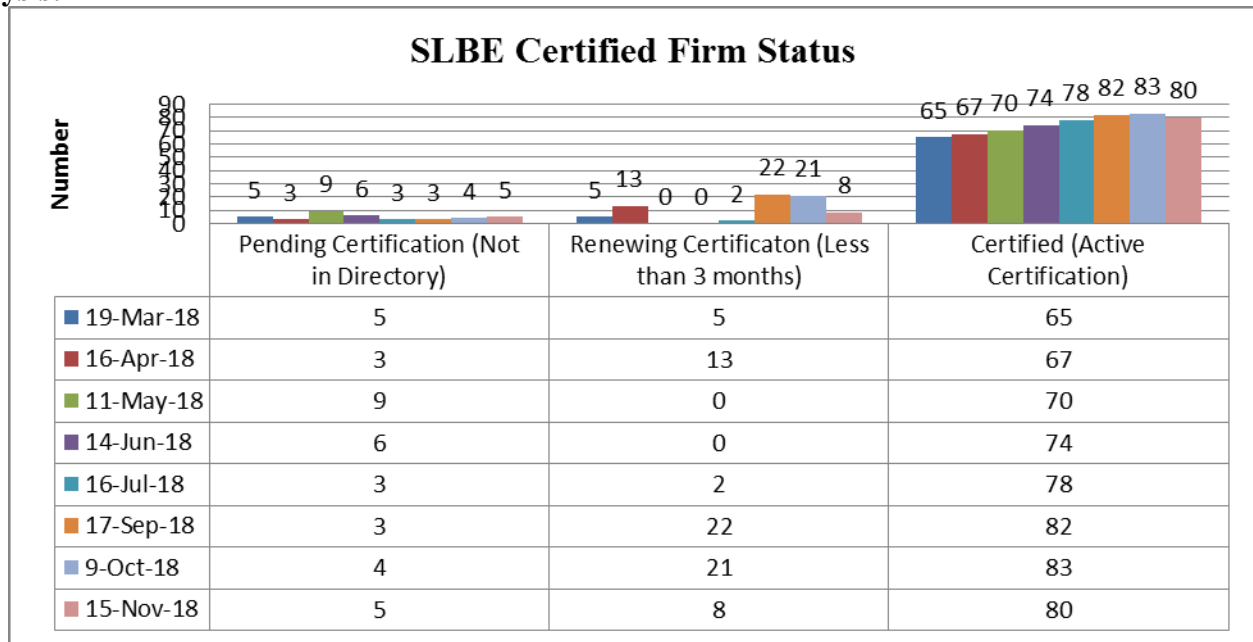
3. Office of the Small Business Opportunity Cross Functional Team

Team Matrix		
Name	Department	Title
<i>Brandon Madden</i>	<i>GCS/OSBO</i>	<i>Acting GCS Director serving as an Advisor</i>
<i>Dr. John Thompson</i>	<i>Transportation</i>	<i>Director serving as an Advisor</i>
Erica Wade	OSBO	Manager of OSBO
Michelle Rosenthal	OSBO	Business Development Coordinator
Bryant Davis	OSBO/GCS	Asst. Director of GCS
Cheryl Cook	OSBO	Certification & Compliance Specialist
Jennifer Wladischkin	Procurement	Manager of Procurement
Yolanda Davis	Procurement	Contract Specialist
VACANT	Transportation	Assistant Director
Alicia Aull	Transportation	Senior Accountant
Nathaniel Miller	Transportation	Contract & Budget Manager

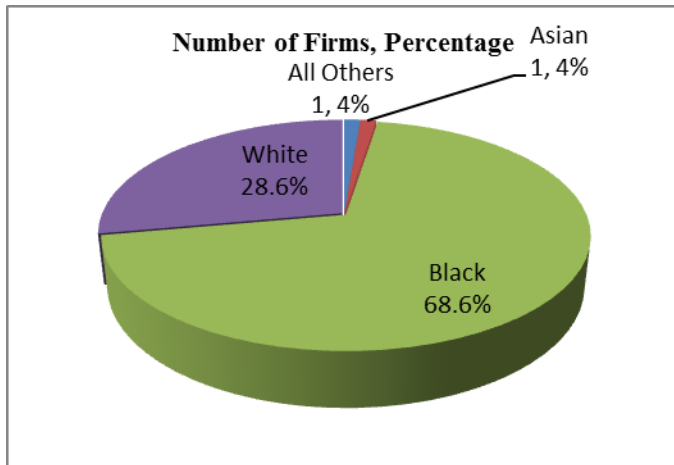
4. Goal Setting Committee (GSC)

Team Matrix		
Name	Department	Title
Erica Wade	OSBO	Manager of OSBO
Ross Tilton	PDT	Program Administrator
VACANT	OSBO	Financial Resources Coordinator
Cheryl Cook	OSBO	Certification & Compliance Specialist
Jennifer Wladischkin	Procurement	Manager of Procurement
Gerald Walker	PDT	Estimator

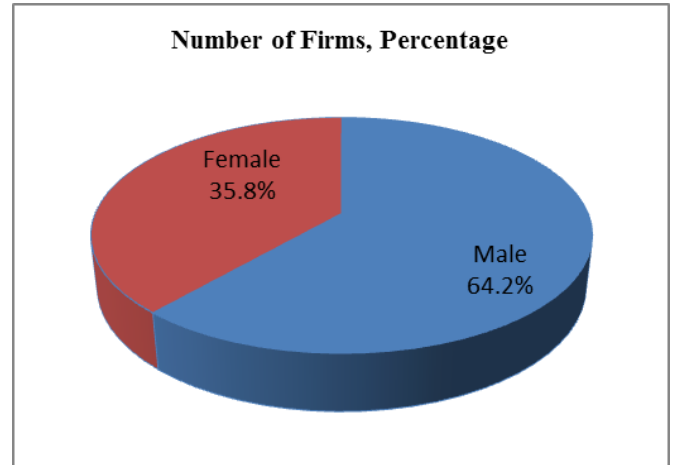
5. Analysis:



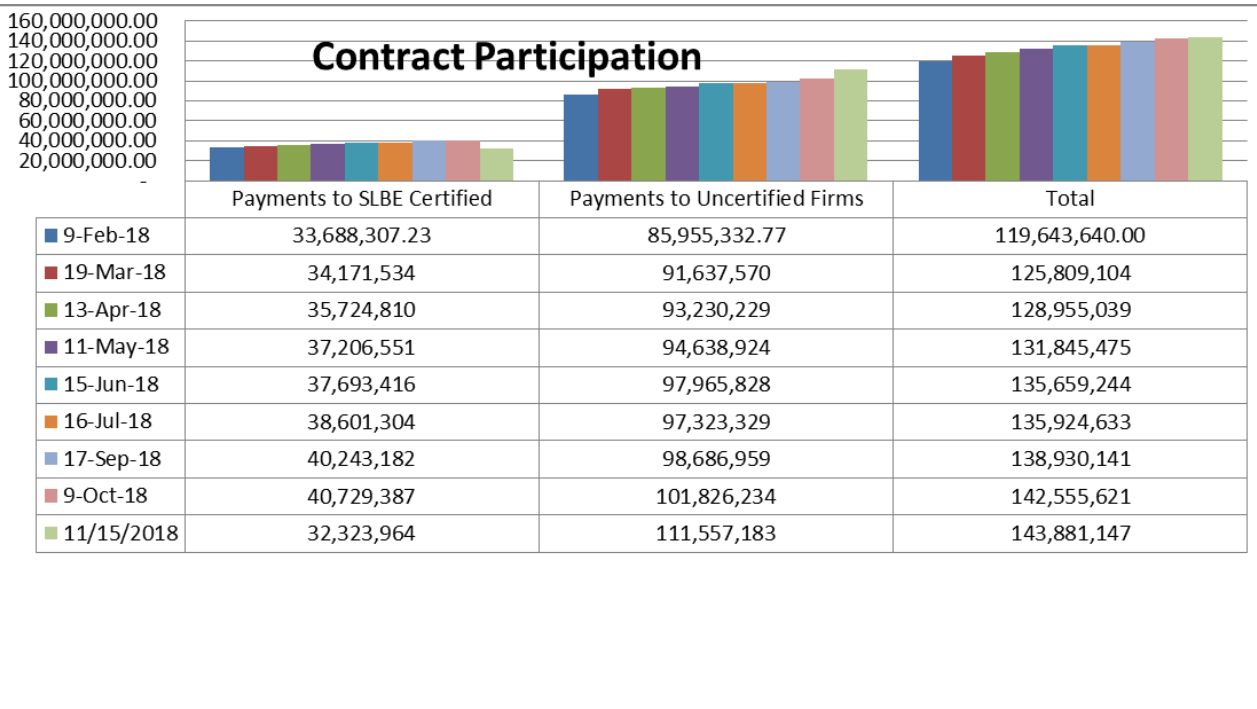
SLBE Firms by Ethnicity



SLBE Firms by Gender



Contract Participation: January 1, 2012-October 15, 2018*



* Payments to Uncertified Firms - Include Prime contractors

Project Name	Sheltered Market	SLBE Goal	DATE
2017 Dirt Roads Package H/I	No	4.05%	February 6, 2018
2017 Dirt Roads Package G	Yes	100%	February 22, 2018
2018 Resurfacing Project Package O	No	0%	March 2, 2018
Resurfacing Project Package P	No	0%	May 7, 2018

Sidewalk Package S-8	Yes	100%	April 19, 2018
Pedestrian Improvements at Intersections	No	12%	July 3, 2018
2018 Sidewalks – Koon Rd. & Farmview St.	Yes	100%	July 18, 2018
2016 PDT Sidewalks-Clemson Road	Yes	100%	October 2, 2018
2018 Richland County Dirt Roads Package I	No	5.95%	October 19, 2018
SERN NIP	No	17.3%	November 15, 2018

6. Department Outlook:

- i. Facilitating increase in County wide SLBE utilization in County wide contracts
 - OSBO staff is collaborating with RC Directors to identify current vendors to become certified SLBEs
- ii. Continued review of PDT SLBE Contractual Compliance
 - PDT SLBE Participation Update and Payment Invoices

• Business Development

- i. OSBO Website Highlights
- ii. Highlighted Articles
 - Firm’s Featured Stories
 - Kenneth B. Simmons Association – District 3
 - Shady Grove Construction, LLC – District - 1
- iii. Attended weekly 1 Million Cups – Columbia
- iv. Attended and presented at the RC General Contractors and Community Development Housing Organization (CHDO) Housing Developers Workshop, Oct. 17
- v. Attended and participated in Cross Functional meeting with Transportation and Procurement Departments to discuss collaboration in setting utilization goals for SLBE’s
- vi. Attended the South Carolina Airport Small Business Fly-In, Oct. 25
- vii. Attended the Small Business Administration(SBA) – Veterans Matchmaker, Nov. 5
- viii. Attended the Candlewood Neighborhood Improvements Phase 3 Bid-Opening
- ix. Coordinated Richland County Procurement Process Workshop, Nov. 7
 - 34 Registered, 37 Attended
- x. Attended the Columbia Airport Small Business Resource Fair, Nov. 13
- xi. Participated in two SLBE site visits

INTERNAL TECHNICAL WORKSHOPS	DATE
Contract Compliance Payment Reporting	Feb 8
Surveyor and Blue Print	Mar 28
Insurance and Bond Requirements	Apr 18
Relationship Between Prime & Subcontractor (Bid -Awards)	May 16
Dirt Roads, Clearing, storm drain, paving, grading road, etc.	Jun 20
Pavement (Striping and Signage)*	Jul 18
Improvement Projects (Sidewalks and Bookkeeping)	Aug 15
Hauling (Resurfacing)	Sep 19
Concrete & Masonry	Oct 17
Safety	Nov 21
Traffic Control	Dec 19

INTERNAL ADMINISTRATIVE WORKSHOPS	DATE
Understanding the Richland County Ordinance	11 Jan 17
Contract Compliance Payments	Feb 8

Small Business Compliance and Legal Issues	Mar 22
Cash Flow	Apr 10
Richland Renaissance for the Small Business Owner	May 15
Why Get Certified	June 20
Workman’s Compensation and Insurance*	July 18
Marketing 101	Aug 13
Small Business License Requirement	Sep 19
Ordinance Review	Oct 17
Richland County Procurement Process	Nov 7
Funding Resources for Small Businesses	Dec 19

***Denotes cancelled workshop due to low registration**

- **Financial Resources Coordinator**

Projects Completed

- i. Attended Richland County Community Development 2018 Annual Contractors/CHDO Workshop
- ii. Candlewood Neighborhood Improvements Phase 3 Bid Opening
- iii. Held a Cross Functional meeting with Transportation and Procurement Departments to discuss collaboration in setting utilization goals for SLBE’s
- iv. Reconciled multiple undocumented payments (time and month information is pulled)
- v. Number of payments due to prime, 36
- vi. Number of payments due to subcontractors, 132

- **Certification and Compliance**

Projects Completed

- i. Completed three (3) new certifications and five (5) re-certification with five (5) new certification pending and eight (8) re-certification pending
- ii. Attended Richland County Community Development 2018 Annual Contractors/CHDO Workshop
- iii. South Carolina Business One Stop (SCBOS)
- iv. OSBO Staff held a workshop on Richland County Procurement Process with 37 small businesses in attendance. The presentation was given by RC Procurement Manager Jennifer Wladischkin

- Working with GCS Staff to implement a Small Business Expo for Spring 2019

Transportation Program Update
November 26, 2018

Council Approvals

- Three Rivers Greenway – Approved staff sending a letter to the City of Columbia requesting City participate in 50% funding of facilities to include ranger station, bathrooms, rescue building, and parking lot. Total cost of all combined is \$850,000.

Pre-Construction Update

- Procurement Items – PDT is coordinating with County staff to advertise in the next two weeks for the construction of Clemson Road sidewalk, Dirt Road Package I, and Broad River Neighborhood.
- Blythewood Widening Phase 1 – The PDT submitted 70% complete Right of Way Plans to SCDOT and is actively procuring Right of Way.
- Clemson Road Widening – The project has been advertised and bids are scheduled to be opened December 5, 2018.
- Lower Richland Boulevard Widening – Design work to include surveys and traffic counts continues.
- Polo Road Widening - Design work to include surveys and traffic counts continues.
- Bull/Elmwood Intersection – Right of Way acquisition is in process. 95% complete plans have been submitted to SCDOT. Coordination with business owners is ongoing.
- Garners Ferry/Harmon, North Springs/Harrington, and Screaming Eagle Percival Intersections – 95% complete plans were submitted to SCDOT on August 23, 2018 for initial review. Right of Way Acquisition is nearly complete.
- Shop Road Extension Phase 2 – Design work to include surveys and traffic counts continues. A public meeting is scheduled for December 6, 2018 at Bluff Road Park from 5-7.
- Greene Street Phase 2 – Design remains approximately 99% complete. Detailed design is being coordinated with the railroad and one drainage outfall location. Project critical items remain Railroad Agreements and Right of Way acquisition/coordination of the USC Facilities building.
- Broad River Corridor Neighborhood Improvement Plan - Design work to include surveys and traffic counts continues.
- Candlewood Neighborhood Plan Phase 3- Construction bids were received October 17, 2018 and are under review. PDT plans to recommend award at December 4, 2018 Council meeting.
- Decker/Woodfield Neighborhood Plan – 95% complete plans for Chatsworth Connector and Faraway Sidewalks are under review by the PDT. A public meeting was held on October 8, 2018 from 5-7 at the Decker Center.
- Southeast Richland Neighborhood Plan (SERN) – The PDT has received Construction Authorization from SCDOT. The project is planned to be advertised for construction in December 2018 pending funding coordination with SCDOT.

- Trenholm Acres/Newcastle Neighborhood Plan - Design work to include surveys and traffic counts continues. A public meeting was held November 15, 2018.
- Gills Creek Greenway – Phase 2 design continues. A completed Service Order to begin design for Phase 3 was fully executed on August 29, 2018.
- Pedestrian Intersections – The project received bids for construction on October 3, 2018 and are under review. PDT plans to recommend award at December 4, 2018 Council meeting.

Construction Update

- North Main Street – Both the SCE&G and Joint Use utility duct banks are essentially complete. The waterline relocation and sewerline rehabilitation are also essentially complete. Contractor has started raising the roadway profile from Anthony to railroad trestle.
- Shop Road Extension Phase 1 – Resurfacing of the existing intersection of Shop Road and Pineview is now complete. Concrete pavement from the intersection with Pineview is essentially complete, but shoulder grading continues in this area. Approximately 3,000’ of the eastbound lanes was paved with asphalt in preparation for future placement of concrete. Concrete paving on the westbound lanes is underway.
- Three Rivers Greenway – Installation of the concrete pathway is now 95% complete. The 900’ section of elevated boardwalk in the vicinity of the rapids is 70% complete. Work is progressing on the bathrooms, ranger station, and parking lot which is now paved.
- Magnolia/Schoolhouse Sidewalks – Construction expected to begin November 26, 2018.
- Dirt Road Packages G and H – Construction is underway.
- Koon Sidewalk – PDT coordinating with contractor to establish a Notice to Proceed to construction date.
- Pelham/Tryon Sidewalks - Construction expected to begin November 26, 2018.
- Resurfacing Package O (39 roads) - Construction expected to begin November 26, 2018.

Miscellaneous

- A Transportation Ad Hoc Committee meeting is scheduled for November 27, 2018.



TO: Transportation Penny Advisory Committee

FROM: Samuel L. Scheib, Director of Planning and Development

CC: N/A

DATE: November 20, 2018

SUBJECT: Update of The COMET Activities

Board Policies Changed: The COMET board of directors voted to change several policies at the October board meeting. The highlights are as follows:

- *Standards for services:* For many years the CMRTA used a single standard of 15 boardings per hour to determine if a route met an acceptable level of use. The new standards include boardings per hour for different categories of service, farebox recovery (operating cost divided by revenue) by route, and subsidy per passenger. Because of these new standards the ridership report this month is in a revised format.
- *Rules of the Road:* the board adopted a code of conduct for passengers using The COMET on buses and at facilities.
- *Revised Special Services and Charter Policy:* This policy clarifies when The COMET vehicles are to be used for special events, events of regional significance, and charters.
- *Fare Changes:* The base fare is adjusted from \$1.50 to \$2.00, also raising the paratransit (DART) fare from \$3.00 to \$4.00 and the half fare from 75¢ to \$1.50. The All-day increases to \$4.00 but the 5-day, 7-Day, and 31-day cards stay the same. More fare change details can be found at our website.

The COMET Academy: the final session of the fourth class of The COMET Academy was Monday, November 12, 2018.

Service Changes: the service changes described in last month’s update were implemented on November 5, 2018. These changes included increased service to the 101 (North Main), a reduction in service on route 63, moving routes 31 and 62 to paratransit, and adjustments to several schedules.

Recent Community Events: the Purple Heart Veterans bus carried the grand marshal of the Veterans’ Day Parade and the whole system was free fare for active duty military and veterans on Veterans’ Day (observed November 12); Food Share began selling boxes of fresh produce at the transit center, \$15 cash or \$5 EBT; The COMET participated in the Halloween Stroll downtown in conjunction with Richland County; the system was fare free for election day; The COMET participated in a Family Fun Day hosted by the Columbia Housing Authority; The COMET hosted for the first time a regional bus roadeo coach operator competition at the Spires Building on Lucius Road.

Holiday Schedule: The COMET has a revised holiday operating schedule for service (new holidays noted in **bold**):

Holiday	Observed	Service Type	Special conditions
Central Midlands Regional Transit Authority 3613 Lucius Road, Columbia, SC 29201 P 803 255 7133 F 803 255 7113 CATCHTHECOMET.ORG info@catchthecomet.org		John Andoh, CCTM, CPM Executive Director/CEO Ron Anderson, Chair John Furgess, Vice Chair Andy Smith, Secretary Dr. Robert Morris, Treasurer	Board Members: Jacqueline Boulware, Lill Mood, Carolyn Gleaton, Leon Howard, Derrick Huggins, Roger Leaks, Joyce Dickerson, Skip Jenkins, Debbie Summers, Bobby Horton

New Year's Day	January 1	Sunday	If 1st is a Saturday will be observed on Friday; if Sunday, observed Monday
Martin Luther King Jr.	3rd Monday of January	Sunday	
Presidents Day	3rd Monday of February	Sunday	
Memorial Day	last Monday of May	Sunday	
Independence Day	July 4	Sunday	If 4th is a Saturday will be observed on Friday; if Sunday, observed Monday
Labor Day	1st Monday in September	Sunday	
Veterans Day	November 11	Sunday	If 11th is a Saturday will be observed on Friday; if Sunday, observed Monday
Thanksgiving Day	4th Thursday in November	No service	
Day after Thanksgiving	Day after Thanksgiving	Saturday	
Christmas Eve	December 24	Saturday	Only observed if a weekday
Christmas	December 25	No Service	

Ridership Report: The COMET will send the new ridership report as soon as available. The new format requires finance data that is usually not available until late in the month and the report may need to be distributed at the meeting.

Central Midlands Regional Transit Authority
Condensed Statement of Financial Position
Period Ended 09/30/18

	Actual PTD 9/30/2018	Actual YTD 9/30/2018	Budget YTD FY 2019
Revenues:			
Passenger Fares/Revenue Contracts	243,863	659,860	700,250
Special (Advertising, Interest, Etc)	1,242	3,824	9,300
Admin/Misc	5,500	15,545	15,125
Local (The Penny)	1,537,925	4,215,968	4,514,323
State (SCDOT)	-	-	187,505
Federal	143,319	143,319	763,971
Total Revenue	\$ 1,931,850	\$ 5,038,517	\$ 6,190,475
Expenses:			
Contract Operator	950,921	3,415,869	3,787,022
Federal	43,971	207,713	959,849
Depreciation	235,380	714,231	650,000
Fuel	133,518	460,989	438,750
Salaries and Fringes	98,330	294,976	297,283
Professional Services	104,350	224,054	157,500
Utilities	11,243	30,932	37,000
Other Operating Expenses	50,798	160,796	119,065
Total Expenses	\$ 1,628,511	\$ 5,509,560	\$ 6,446,468
Net Income (Loss) From Operations:	\$ 303,339	\$ (471,043)	\$ (255,993)
Cash:			
Wells Fargo			
Petty Cash		300	
Operating Acct		8,073,103	
South Carolina Community Bank			
Operating Reserve Funds	2,179,998		
Capital Reserve Funds	2,679,593	4,859,591	
Local Gov't Investment Pool			
Emergency Reserve	2,298,515		
Operating Reserve Funds	2,298,515	4,597,030	
Total Cash		\$ 17,529,723	
Total Assets		\$ 59,705,326	
Total Liabilities		\$ 4,896,442	

FY 2018-2019

Central Midlands Transit Operations Budget Analysis*

**This is an estimate and is subject to change at any time based on actual expenses
 Based on actual figures thru current reporting month and budgeted for future months

**Current Reporting Month Sept 2018
 Twelve Month Projection**

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Beginning Balance	\$ 11,742,960	\$ 11,174,829	\$ 10,965,933	\$ 11,269,274	\$ 11,212,778	\$ 11,156,282	\$ 11,099,786	\$ 11,043,290	\$ 10,986,795	\$ 10,930,299	\$ 10,873,803	\$ 10,817,307
Projected Cash Inflow	\$ 1,358,589	\$ 1,748,079	\$ 1,931,849	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732
Cash Available	\$ 13,101,549	\$ 12,922,908	\$ 12,897,782	\$ 13,451,006	\$ 13,394,510	\$ 13,338,014	\$ 13,281,518	\$ 13,225,022	\$ 13,168,526	\$ 13,112,031	\$ 13,055,535	\$ 12,999,039
Projected Cash Outflow	\$ 1,926,719	\$ 1,956,975	\$ 1,628,509	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228
Net Cash Available	\$ 11,174,829	\$ 10,965,933	\$ 11,269,274	\$ 11,212,778	\$ 11,156,282	\$ 11,099,786	\$ 11,043,290	\$ 10,986,795	\$ 10,930,299	\$ 10,873,803	\$ 10,817,307	\$ 10,760,811
Xfer of Funds												
Ending Balance	\$ 11,174,829	\$ 10,965,933	\$ 11,269,274	\$ 11,212,778	\$ 11,156,282	\$ 11,099,786	\$ 11,043,290	\$ 10,986,795	\$ 10,930,299	\$ 10,873,803	\$ 10,817,307	\$ 10,760,811

Revenues (Cash Inflow)

Title	Budgeted Appropriation	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total		
														Revenues to Date	Total Budget to Actual	
Passenger Fares	\$ 2,450,000	\$ 191,785.00	\$ 200,843.00	\$ 133,189.83	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 204,166.67	\$ 2,363,318	\$ (86,682)
Special (Advertising, Interest, Etc) Revenue	\$ 37,200	\$ 1,104.00	\$ 1,479.00	\$ 1,242.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 31,725	\$ (5,475)
Contractual	\$ 150,000	\$ 8,750.00	\$ 2,817.00	\$ 60,423.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 184,490	\$ 34,490
Local (The Penny) Revenue	\$ 18,057,293	\$ -	\$ -	\$ 50,250.00	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 1,504,774.42	\$ 13,593,220	\$ (4,464,073)
State (SCDOT) Revenue	\$ 750,021	\$ -	\$ -	\$ -	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 62,501.75	\$ 562,516	\$ (187,505)
Partnership Revenue (Lex Co)	\$ 201,000	\$ 11,802.00	\$ -	\$ -	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 16,750.00	\$ 162,552	\$ (38,448)
Federal Revenue	\$ 4,474,769	\$ 1,140,118.00	\$ 1,537,925.00	\$ 1,681,244.00	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 372,897.42	\$ 7,715,364	\$ 3,240,595
Admin/Misc Revenue	\$ 500	\$ 30.00	\$ 15.00	\$ 500.00	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 41.67	\$ 920	\$ 420
In Kind Revenue: Transit Center	\$ 60,000	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 60,000	\$ -	
Totals	\$ 26,180,783	\$ 1,358,589	\$ 1,748,079	\$ 1,931,849	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 2,181,732	\$ 24,674,104	\$ (1,506,679)

**Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended September 30, 2018**

Fiscal Year % complete = 25.00%

	<i>Actual PTD</i> <i>9/30/2018</i>	<i>Actual YTD</i>	<i>Budgeted YTD (\$)</i> <i>9/30/2018</i>	<i>Variance (\$)</i> <i>Actual YTD vs</i> <i>Budget YTD</i>	<i>Annual Budgeted</i> <i>Amount</i>	<i>(\$ of Budget</i> <i>remaining</i> <i>Actual YTD vs Annual</i> <i>Budget</i>	<i>(%) of Budget</i> <i>Actual YTD vs</i> <i>Annual Budget</i>
Revenue:							
Passenger Revenue	133,189.83	525,817.94	612,500.01	86,682.07	2,450,000	1,924,182.10	21%
Advertising Revenue	641.25	1,946.25	1,800.00	(146.25)	7,200	5,253.79	27%
In Kind Revenue (Transit Center)*	5,000.00	15,000.00	15,000.00	-	60,000	45,000.00	25%
Contracted Services Revenue	60,423.43	71,990.16	37,500.00	(34,490.16)	150,000	78,009.84	48%
Local Revenue - Lexington Cty	50,250.00	62,052.30	50,250.00	(11,802.30)	201,000	138,947.70	31%
Interest Income	601.23	1,878.01	7,500.00	5,621.99	30,000	28,121.99	6%
1% Sales Taxes Revenue Earned	1,537,925.00	4,215,968.00	4,514,323.26	298,355.26	18,057,293	13,841,325.00	23%
OPT/SMTF 5339	-	-	150,871.26	150,871.26	603,485	603,485.00	0%
OPT Rural Program 5311 Revenue	-	-	36,633.99	36,633.99	146,536	146,535.96	0%
Federal Revenue - Capital: Non Prev Maint	98,485.00	98,485.00	395,891.25	297,406.25	1,583,565	1,485,080.00	6%
Federal Revenue - Capital: Prev. Maint	37,857.00	37,857.00	365,000.01	327,143.01	1,460,000	1,422,143.08	3%
Federal Revenue - Salaried Positions	6,977.00	6,977.00	3,080.01	(3,896.99)	12,320	5,343.08	57%
Miscellaneous Income	500.00	545.00	125.01	(419.99)	500	(44.96)	109%
Total Revenues:	\$ 1,931,849.74	\$ 5,038,516.66	\$ 6,190,474.80	1,151,958.14	24,761,899	\$ 19,723,382.58	20%
Expenses:							
Salaries (Staff/Intern) & Other Paid Wages	75,428.36	226,272.88	227,838.51	1,565.63	911,354	685,081.16	25%
Fringe Benefits	22,902.13	68,703.53	69,444.24	740.71	277,777	209,073.43	25%
Dues/Subscriptions/Memberships	6,000.00	25,875.00	7,500.00	(18,375.00)	30,000	4,125.00	86%
Employee Training	5,957.40	19,270.40	12,500.01	(6,770.39)	50,000	30,729.64	39%
Marketing/Advertising/Promotional Material	6,014.95	18,889.39	20,000.01	1,110.62	80,000	61,110.65	24%
Office Expense	1,921.98	3,339.17	3,000.00	(339.17)	12,000	8,660.83	28%
Postage & Shipping	508.98	3,050.92	750.00	(2,300.92)	3,000	(50.92)	102%
Printing	3,585.52	10,638.47	2,499.99	(8,138.48)	10,000	(638.51)	106%

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended September 30, 2018

Fiscal Year % complete = 25.00%

	<i>Actual PTD</i>	<i>Actual YTD</i>	<i>Budgeted YTD (\$)</i>	<i>Variance (\$)</i>	<i>Annual Budgeted</i>	<i>(\$ of Budget remaining</i>	<i>(%) of Budget</i>
	<i>9/30/2018</i>		<i>9/30/2018</i>	<i>Actual YTD vs Budget YTD</i>	<i>Amount</i>	<i>Actual YTD vs Annual Budget</i>	<i>Actual YTD vs Annual Budget</i>
Board/Committee	607.27	1,224.57	3,750.00	2,525.43	15,000	13,775.43	8%
Transit Academy	-	-	750.00	750.00	3,000	3,000.00	0%
Contractor-Fixed Route	798,810.86	2,926,397.07	3,112,021.50	185,624.43	12,448,086	9,521,688.93	24%
Contractor-DART	152,110.20	489,471.80	675,000.00	185,528.20	2,700,000	2,210,528.20	18%
Contractor-Service Enhancements	-	-	324,464.49	324,464.49	1,297,858	1,297,857.96	0%
5311 Rural Expenses	-	-	21,234.75	21,234.75	84,939	84,939.00	0%
Propane	61,608.09	194,224.61	210,000.00	15,775.39	840,000	645,775.39	23%
Vehicle Fuel	71,909.85	266,763.93	228,750.00	(38,013.93)	915,000	648,236.07	29%
Insurance - Vehicle	6,272.43	18,340.67	11,250.00	(7,090.67)	45,000	26,659.33	41%
Insurance - Facility	1,246.37	3,391.71	3,639.99	248.28	14,560	11,168.25	23%
Insurance-Tort Liability	1,503.98	3,709.78	2,300.01	(1,409.77)	9,200	5,490.26	40%
Insurance-Officers & Directors	438.00	1,314.00	999.99	(314.01)	4,000	2,685.96	33%
Professional Contract Services	98,335.06	205,164.41	137,499.99	(67,664.42)	550,000	344,835.55	37%
Fare Collection Service & Supplies	1,490.80	4,440.77	17,499.99	13,059.22	70,000	65,559.19	6%
Tickets & Transfers	831.80	4,947.54	7,500.00	2,552.46	30,000	25,052.46	16%
Natural Gas	56.19	171.69	2,000.01	1,828.32	8,000	7,828.35	2%
Electric	8,652.47	22,136.78	30,500.01	8,363.23	122,000	99,863.26	18%
Water & Sewer	2,534.52	8,623.78	4,500.00	(4,123.78)	18,000	9,376.22	48%
Telecommunications	9,012.31	25,268.42	17,499.99	(7,768.43)	70,000	44,731.54	36%
Misc Fees: Fines, Taxes, etc.	1,180.38	2,678.60	3,000.00	321.40	12,000	9,321.40	22%
Banking Fees	1,793.40	4,117.00	5,000.01	883.01	20,000	15,883.04	21%
Payroll Processing Fees	169.50	516.00	624.99	108.99	2,500	1,983.96	21%
Furniture, Fixtures, & Equipment < \$5000	112.45	2,765.64	1,250.01	(1,515.63)	5,000	2,234.40	55%
Federal Expense: (PM)	41,685.87	112,201.58	456,249.99	344,048.41	1,825,000	1,712,798.38	6%
Federal Expense: Capital (Non PM)	4,645.07	103,793.14	482,364.00	378,570.86	1,929,456	1,825,662.86	5%
Office Equipment - Lease & Rental	805.00	2,625.00	2,750.01	125.01	11,000	8,375.04	24%
Transit Center Facility Expense Realized*	5,000.00	15,000.00	15,000.00	-	60,000	45,000.00	25%
Depreciation Expense	235,380.01	714,231.26	650,000.01	(64,231.25)	2,600,000	1,885,768.78	27%
Total Expenses:	\$ 1,628,511.20	\$ 5,509,559.51	\$ 6,770,932.50	1,261,372.99	27,083,730	21,574,170.49	20%
Net Income From Operations:	\$ 303,338.54	\$ (471,042.85)	\$ (580,457.70)				

FY 2018-2019

Central Midlands Transit Operations Budget Analysis*

*This is an estimate and is subject to change at any time based on actual expenses

*Based on actual figures thru current reporting month and budgeted for future months

Expenditures (Cash Outflow)

Title	Budgeted		Total												Total Budget to Actual	
	Appropriation	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Expenditures To Date		
Salaries	\$ 911,354	\$ 80,967	\$ 69,877	\$ 75,429	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 75,946	\$ 909,788	\$ 1,566
Fringe Benefits	\$ 277,780	\$ 24,131	\$ 21,670	\$ 22,902	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 23,148	\$ 277,038	\$ 742
Mmbrshp, Dues, Subsc	\$ 30,000	\$ 19,150	\$ 725	\$ 6,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 48,375	\$ (18,375)
Employee Training	\$ 50,000	\$ 5,702	\$ 7,611	\$ 5,957	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 4,167	\$ 56,770	\$ (6,770)
Mktg/Adv/Promotion	\$ 80,000	\$ 8,711	\$ 4,163	\$ 6,015	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 78,889	\$ 1,111
Office Supplies	\$ 12,000	\$ 739	\$ 678	\$ 1,922	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,339	\$ (339)
Postage & Shipping	\$ 3,000	\$ 2,614	\$ (72)	\$ 509	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 5,301	\$ (2,301)
Printing	\$ 10,000	\$ 2,128	\$ 4,925	\$ 3,586	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 833	\$ 18,139	\$ (8,139)
Board Member Expenses	\$ 15,000	\$ 288	\$ 330	\$ 607	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 12,475	\$ 2,525
Transit Academy	\$ 3,000	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 2,250	\$ 750
Contractor: Fixed Route	\$ 12,448,086	\$ 1,042,835	\$ 1,084,752	\$ 798,811	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 1,037,341	\$ 12,262,462	\$ 185,624
Contractor: DART	\$ 2,700,000	\$ 154,582	\$ 182,779	\$ 152,110	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 2,514,471	\$ 185,529
Contractor: Special Services	\$ 1,297,858	\$ -	\$ -	\$ -	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 108,155	\$ 973,394	\$ 324,465
5311: Rural Expenses	\$ 84,939	\$ -	\$ -	\$ -	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 7,078	\$ 63,704	\$ 21,235
Vehicle Fuel - Propane	\$ 840,000	\$ 60,392	\$ 72,224	\$ 61,608	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 824,224	\$ 15,776
Vehicle Fuel - Diesel	\$ 915,000	\$ 114,282	\$ 80,572	\$ 71,909	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 76,250	\$ 953,013	\$ (38,013)
Insurance - Vehicle	\$ 45,000	\$ 6,318	\$ 5,750	\$ 6,272	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 52,090	\$ (7,090)
Insurance - Lucius Rd Bldg	\$ 14,560	\$ 1,073	\$ 1,073	\$ 1,246	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 14,312	\$ 248
Insurance - Tort Liability	\$ 9,200	\$ 1,103	\$ 1,103	\$ 1,504	\$ 767	\$ 767	\$ 767	\$ 767	\$ 767	\$ 767	\$ 767	\$ 767	\$ 767	\$ 767	\$ 10,610	\$ (1,410)
Insurance - Officers & Directors	\$ 4,000	\$ 438	\$ 438	\$ 438	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 333	\$ 4,314	\$ (314)
Professional Contracted Services	\$ 550,000	\$ 69,281	\$ 37,549	\$ 98,335	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 45,833	\$ 617,665	\$ (67,665)
Fare Collection Svcs/Supplies:	\$ 70,000	\$ 1,416	\$ 1,534	\$ 1,491	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 56,941	\$ 13,059
Tickets & Transfers	\$ 30,000	\$ 2,845	\$ 1,271	\$ 832	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 27,448	\$ 2,552
Natural Gas	\$ 8,000	\$ 60	\$ 55	\$ 56	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 6,171	\$ 1,829
Electricity	\$ 122,000	\$ 8,926	\$ 4,559	\$ 8,652	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 10,167	\$ 113,637	\$ 8,363
Water & Sewer	\$ 18,000	\$ 2,628	\$ 3,461	\$ 2,535	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 22,124	\$ (4,124)
Telecommunications	\$ 70,000	\$ 6,287	\$ 9,969	\$ 9,012	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 5,833	\$ 77,768	\$ (7,768)
Other Misc Expenses	\$ 12,000	\$ 1,205	\$ 294	\$ 1,180	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 11,679	\$ 321
Banking Fees	\$ 20,000	\$ 1,074	\$ 1,249	\$ 1,793	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 1,667	\$ 19,116	\$ 884
Payroll Processing Fees	\$ 2,500	\$ 192	\$ 154	\$ 170	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 2,391	\$ 109
Ofc Equip & Furn <\$5000	\$ 5,000	\$ -	\$ 2,653	\$ 112	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 6,515	\$ (1,515)
Federal Expense PM	\$ 1,825,000	\$ 22,513	\$ 49,448	\$ 41,686	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 152,083	\$ 1,482,397	\$ 342,603
Federal Expense: Capital-NonPM	\$ 1,929,456	\$ 46,863	\$ 53,485	\$ 4,645	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 142,038	\$ 1,383,335	\$ 546,121
Office Equipment: Lease/Rental	\$ 11,000	\$ 805	\$ 1,015	\$ 805	\$ 917	\$ 917	\$ 917	\$ 917	\$ 917	\$ 917	\$ 917	\$ 917	\$ 917	\$ 917	\$ 10,875	\$ 1,125
Facility Rental Expense Realized	\$ 60,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 60,000	\$ -
Depreciation Expense	\$ 2,600,000	\$ 232,171	\$ 246,681	\$ 235,380	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 216,667	\$ 2,664,232	\$ 34,232
Totals	\$ 27,083,733	\$ 1,926,719	\$ 1,956,975	\$ 1,628,509	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 2,238,228	\$ 25,656,253	\$ 945,466
Surplus/(Short Fall)	\$ (902,950)	\$ (568,130)	\$ (208,896)	\$ 303,340	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (56,496)	\$ (982,149)	\$ (561,213)
Cumulative		\$ (568,130)	\$ (777,026)	\$ (473,686)	\$ (530,182)	\$ (586,678)	\$ (643,174)	\$ (699,669)	\$ (756,165)	\$ (812,661)	\$ (869,157)	\$ (925,653)	\$ (982,149)			



DBE Compliance Invoice Review

Contractor: Transdev Services, Inc.

Transdev Invoice Period: 10/1/18 to 10/31/18

Committed DBEs:

DBE Firm	Description of Work Performed	Invoice Amount	Percentage Counted Towards DBE Goal	Amount Counted Towards DBE Goal
Alpha Business Essentials	Office Supplies	\$5,158.18 <i>Payment Issued 10/26/18</i>	60% (supplies)	\$3,094.91
Influence, LLC	Mystery Rider Program	\$3,000 <i>Payment Issued 10/12/18</i>	100%	\$3,000.00
Julietta Landscape Management	Landscaping	\$7,400.00 <i>Payment Issued 10/12/18</i>	100%	\$7,400.00
New Age Protection	Security	\$34,625.24 <i>Payment Issued 11/2/18</i>	100%	\$34,625.24
Capital Building Services	Janitorial	\$18,143.00 <i>Payment Issued 10/12/18-11/2/18</i>	100%	\$18,143.00
Transport Care Services	DART/Paratransit	\$161,783.44 <i>Payment Issued 10/17/18-10/26/18</i>	100%	\$161,783.44
Transport Care Services	Repair Parts	\$77,055.64 <i>Payment Issued 10/12/18-10/26/18</i>	60% (supplies)	\$46,233.38
	Total amount counted towards Contract Goal for this invoice			\$274,279.97
	Total amount paid to committed DBEs as of October 2018 Invoice Period			\$11,024,334.25
	Total invoices paid by The COMET as of October 2018 Invoice Period			\$43,522,367*
	Percentage towards Contract Goal for monthly invoices as of October 2018 Invoice Period			25.3%

Note: * The total paid by The COMET reflects the actual payments to Transdev during receipt and review of Transdev's invoice for the October 2018 reporting period.

Reviewed by The COMET-Compliance & Civil Rights Officer: *Arlene Prince* Review Date: 11/9/18



The COMET Fare Change & Service Enhancements

Effective Monday, January 28, 2019

The COMET will implement the following fare changes and service enhancements, effective Monday, January 28, 2019. Timetables will be available on the buses, timetable distribution outlets and online by January 21, 2019. Should you have any questions, please call (803) 255-7100, email info@CatchTheCOMET.org, visit www.CatchTheCOMET.org or visit us on Facebook, Twitter, Instagram, Google + and YouTube.

On Tuesday, January 1, 2019, The COMET will operate a **Sunday Schedule** on New Year's Day and Dr. Martin Luther King Jr. Day. There would be **no service** on Routes 26, 28, 46, 47, 52X, 53X, 57L, 62, and 74.

Route #	Description of Service Change
Soda Cap Connector 1	<ul style="list-style-type: none"> Redesign route to serve State Street, Alexander Drive, (West Columbia/Cayce), Vista, and Main Street, every 25 minutes with one vehicle. Sun-Wed service is from 9 a.m. to 6 p.m. (except on Fireflies game days) Thurs, Fri and Sat service is from 9 a.m. to 12 midnight. Extend pilot to July 2019. The route will be interlined with Soda Cap Connector 2.
Soda Cap Connector 2	<ul style="list-style-type: none"> Redesign route to serve Main Street, Allen/Benedict Colleges and Five Points every 25 minutes with one vehicle. Sun-Wed service is from 9 a.m. to 6 p.m. (except on Fireflies game days) Thurs, Fri and Sat service is from 9 a.m. to 12 midnight. Extend pilot to July 2019. The route will be interlined with Soda Cap Connector 1.
Soda Cap Connector 3	<ul style="list-style-type: none"> Extend pilot to August 2019 and operate service to Fireflies games in the 2019 season during game days only (1 hour before to 1 hour after game). See schedule for details. http://www.milb.com/documents/9/1/6/290448916/2019FIREFLIESSEASONportrait.pdf
21	<ul style="list-style-type: none"> Rename The 201 Rosewood Drive to Route 21 Rosewood Drive.
26	<ul style="list-style-type: none"> Hourly service from 6 a.m. to 6 p.m. (Mon-Fri) 9 a.m. to 5 p.m. (Sat) Reroute via Taylor & Hampton Streets instead of Gervais St. Use Soda Cap Connector 1.
28	<ul style="list-style-type: none"> Hourly service from 5 a.m. to 7 p.m. (Mon-Fri) & 9 a.m. to 5 p.m. (Sat) Interline with Route 12
31	<ul style="list-style-type: none"> South Carolina Vocational Rehabilitation Department will be added to Route 31 instead of The 301 for trips departing Koon & Cody SuperStop at 7:20 a.m., 8:20 a.m., 11:20 a.m., 1:20 p.m. (by reservation) and 3:20 p.m.
32	<ul style="list-style-type: none"> Travel via Main Street to serve Piggy Wiggly inbound instead of Alida Street. Reschedule route.
42	<ul style="list-style-type: none"> Extend to Crowson SuperStop.
45	<ul style="list-style-type: none"> Interline with The 401.
52X	<ul style="list-style-type: none"> Eliminate 6:15 a.m. trip departing Blythewood and the 5:50 p.m. trip departing Transit Ctr.
53X	<ul style="list-style-type: none"> Interline with Route 57L on weekdays and serve new Columbia Place Mall SuperStop.
55	<ul style="list-style-type: none"> Interline with The 501 and serve new Columbia Place Mall SuperStop.
57L	<ul style="list-style-type: none"> Interline with Route 53X on weekdays. Fill in midday gap on weekdays – 10:27 a.m. to 1:30 p.m. and 3:27 p.m. to 4:30 p.m.
61	<ul style="list-style-type: none"> Rename The 601 Shop Drive to 61 Shop Drive.
75	<ul style="list-style-type: none"> Move to Columbia Place Mall SuperStop for better connections to Routes 53X, 55 and 75.
77	<ul style="list-style-type: none"> Extend on Polo Road to Two Notch Road to connect to Route 55.
92X	<ul style="list-style-type: none"> New route connecting Columbia and Nephron Pharmaceuticals, Amazon and CMC Steel with one a.m. and one p.m. trip, Monday through Sunday via 12th Street Extension.
The 201	<ul style="list-style-type: none"> Route will operate hourly, seven days a week and renamed Route 21 – Rosewood Drive. Extend to Crowson SuperStop.
The 301	<ul style="list-style-type: none"> Revise turn-around loop to travel via Koon to North Main, to Wilkes Road to better serve Piggy Wiggly and connect to The 101, Routes 31 and 32 at Koon & Cody SuperStop. Discontinue service to South Carolina Vocational Rehabilitation Department (Use Route 31). Shorten Orbit routing to Gervais Street.

The 501	<ul style="list-style-type: none"> • Interline with Route 55 and serve new Columbia Place Mall SuperStop. • Retime schedule.
The 601	<ul style="list-style-type: none"> • Renumber to Route 61 Shop Drive.
The 801	<ul style="list-style-type: none"> • Add 30-minute service, Monday-Friday from 6 a.m. to 9 a.m. to 4 p.m. to 7 p.m. • Extend selected trips to Midlands Technical College – Harbison and Harbison Theater.

NEW FARES - Effective: January 28, 2019

The COMET Fixed Route Fares

The COMET will **no longer** sell 5-Day All Access Pass and 10-Ride Passes or DART Tokens.

Description	Basic	Discount*	Commuter Express (44X, 52X, 92X, 93X)
	<ul style="list-style-type: none"> • Any passenger not eligible for discount fare with qualifying ID 	<ul style="list-style-type: none"> • Seniors age 65 & older • Persons with Disabilities • Veterans • Medicare Card Holders • Youth 16 to 18 years old with The COMET Half Fare ID Card 	<ul style="list-style-type: none"> • All customers riding peak-period Express routes only.
One Way	\$2.00	\$1.00	\$4.00
All Access DayPass	\$4.00	\$2.00	\$6.00
7-Day All Access DayPass	\$14.00 (\$2.00 per day)	\$7.00 (\$1.00 per day)	\$28.00 (\$4.00 per day)
31-Day All Access DayPass	\$40.00 (\$2.00 per day)	\$20.00 (\$1.00 per day)	\$80.00 (\$4.00 per day)
Route Deviation Fare on Flex Routes	+\$2.00	+\$1.00	N/A
Transfer (60 minutes only)	FREE	FREE	FREE

- DART eligible customers ride free with DART ADA ID Card.
- Interlined routes do not require an additional fare.
- The COMET employees, Board Members and Transit Operations Contractor employees ride free.
- Children through 15 years old ride free. Children taller than 39 inches through 15 years old must have a The COMET Half Fare ID Card to ride free.
- SWRTA customers with a transfer receive one free transfer on The COMET. The COMET customers with a DayPass or Transfer receive on free transfer on SWRTA at joint stops only.
- Children age 10 years old or older can ride unattended. Children under 10 years old must have a fare paying passenger age 16 years old or older.
- Class Pass - \$45.00 (Up to 5 adults and 40 students @ \$1.00 per ride). Purchase in advance.
- The COMET Half Fare ID Card – first card is free, lost card fee is \$5.00.
- Pennies are not accepted on The COMET fareboxes. *(This will be phased in a one-year period)*
- One Personal Care Attendant (PCA) rides free. All other companions pay fare for their category. COMETCard - \$2.00 for first card, \$5.00 for lost card. Use for transfers between buses and to load 1-Day, 7-Day and 31-Day passes.

*Qualifying identification for Discount fare includes: The COMET Half Fare ID Card, Medicare Card, Senior Drivers License/State ID Card, Military ID Card or VA Veterans ID Card.

DART Fares

Description	Within the ADA fixed route zone of ¾ mile on either side of The COMET route
One Way	\$4.00
10-RidePass	\$40.00 (\$4.00 per ride)
Buddy Fare (5 or more fare paying passengers traveling from/to same location)	\$2.00 per person

- Passengers must be ADA certified or a companion to ride DART.
- DART ADA ID Card - First card free, lost card fee - \$5.00.
- One Personal Care Attendant (PCA) rides free. All other companions pay same fare as eligible passenger.