



## **COLUMBIA CITY COUNCIL MEETING AGENDA TUESDAY, JANUARY 9, 2018**

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**The City Council will conduct a Work Session & Council Meeting at 2:00 p.m. and 6:00 p.m. on Tuesday, January 9, 2018 at City Hall, 1737 Main Street, Columbia, SC 29201.**

The Honorable Mayor Stephen K. Benjamin  
The Honorable Sam Davis, District I ■ The Honorable Tameika Isaac Devine, At-Large  
The Honorable Howard E. Duvall, Jr., At-Large ■ The Honorable Edward H. McDowell, Jr., District II  
The Honorable Daniel J. Rickenmann, District IV

*Prior to entering the meeting please turn all electronic communication devices to the silent, vibrate or off position. All presenters are asked to speak directly into the microphone for recording purposes.*

### **WORK SESSION - 2:00 P.M.**

#### **ROLL CALL**

#### **INVOCATION**

#### **ADOPTION OF THE AGENDA**

#### **CITY COUNCIL DISCUSSION**

1. Midlands Business Leadership Group - Ms. Lou Kennedy, CEO/Owner of Nephron Pharmaceuticals Corp. and Mr. Chuck Garnett, Regional Executive to Division CEO for NBSC/Synovus Bank
2. Bull Street Development Update - Mr. Robert Hughes, President of Hughes Development Corporation
3. Fiscal Year 2018/2019 Budget Workshop Calendar - Ms. Melisa Caughman, Budget and Program Management Director

#### **EXECUTIVE SESSION**

4. Discussion of negotiations incident to proposed contractual arrangements pursuant to S.C. Code §30-4-70(a)(2)

*Central Carolina Community Foundation  
Lockhart*



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**COLUMBIA CITY COUNCIL MEETING AGENDA  
TUESDAY, JANUARY 9, 2018**

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5. Receipt of legal advice related to matters covered by attorney-client privilege pursuant to S.C. Code §30-4-70(a)(2)

*Bradford Collins v. City of Columbia  
Estate of Brown vs COC and Officer Mike Bailey  
Carolina Water*

6. Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body pursuant to §30-4-70(a)(5)

*Main Street Culinary Training Program*

7. Discussion of employment of an employee pursuant to S.C. Code §30-4-70(a)(2)

*City Council Office*

**COUNCIL MEETING - 6:00 P.M.**

**CITY COUNCIL SWEARING IN CEREMONY**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**PUBLIC INPUT RELATED TO AGENDA ITEMS**

**APPOINTMENTS**

8. Mayor Pro Tempore

**CONSENT AGENDA ITEMS 9 THROUGH 19**

9. Council is asked to approve Reimbursement of the November 7, 2017 Municipal Election Expenses to Richland County Elections & Voter Registration in the amount of \$83,633.96.
10. Council is asked to approve the Purchase of four (4) Dodge Ram Vehicles for the Code Enforcement Division, as requested by the Fleet Services Division. Award to Butler
-



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Chrysler Jeep Dodge, using the SC State Contract in the amount of \$79,140.00. This vendor is located in Beaufort, SC.

*Funding Source: Capital Replacement- Auto, Trucks, Heavy Equipment Capital: 6308972-658500. The original budgeted amount is \$79,140.00.*

11. Council is asked to approve the Annual IFAS Software Maintenance Support Services, as requested by the Budget and Program Management Department. Award to Superion in the amount of \$195,722.14. This firm is located in Lake Murray, FL.

*Funding Source: General Admin Information Tech-Maintenance & Service Contract 6218950-368200. The original budgeted amount is \$195,722.14.*

12. Council is asked to approve the Renewal of Computer Aided Dispatch Annual Maintenance Software Services, as requested by the Columbia-Richland 911 Communications Center. Award to TriTech Software Systems in the amount of \$242,398.97. This firm is located in Columbia, SC.

*Funding Source: City Account 1012701 - 638200 (\$121,199.49) and County Account 2082702 - 638200 (\$121,199.48).*

*This Maintenance Agreement will provide uninterrupted CAD software maintenance coverage expiring on December 1, 2018 and is jointly funded (50/50 split) with Richland County.*

13. Council is asked to approve the Purchase of GIS Annual Software Maintenance Services, as requested by the Information Technology Services Department. Award to Environmental Systems Research, using the General Services Administration Contract in the amount of \$65,500.00. This firm is located in Redlands, CA.

*Funding Source: Police Administrative Services- Computer License;1012402-627510 (\$3,300.00); Development Services-Maintenance & Service Contract;1014101-627510 (\$3,400.00); Engineering-Computer License; 5511706-627510 (\$4,600.00); Traffic Engineering-Maintenance & Service Contract;1013203-627510 (\$2,225.00); Public Works Administration- Computer License;1011124-627510 (\$1,875.00); Utilities Wastewater Maintenance-Maintenance & Service Contract;5516205-627510 (\$5,100.00); Utilities Wastewater Maintenance-Computer License; 5516205-627510 (\$500.00); Geographic Information System: Maintenance & Service Contract; 5511121-627510 (\$44,500.00).*

14. Council is asked to approve the Purchase of four (4) Compact Hybrid Vehicles for the Customer Care Center, as requested by the Fleet Services Division. Award to Galeana Chrysler Jeep, using the Future Ordering Agreement in the amount of \$99,488.00. This vendor is located in Columbia, SC.



## **COLUMBIA CITY COUNCIL MEETING AGENDA TUESDAY, JANUARY 9, 2018**

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*Funding source: Customer Service-Auto, Trucks, Heavy Equipment Capital. 5511407-658500. The original budgeted amount is \$99,488.00*

15. Council is asked to approve Contract Amendment #6 for Project SS685401; An Agreement for Engineering Services for Modeling & Evaluating the City's Sanitary Sewer System Piping & Pump Stations to support the Capacity Assurance Program, as requested by Columbia Water. Award to Hazen and Sawyer, P.C. in the amount of \$100,000.00. This firm is located in Columbia, SC.

*Funding Source: Sanitary Sewer Operations & Maintenance Budget; 5511706-638305. The original budgeted amount for this service is \$200,000.*

*This is a Clean Water 2020 Program Project and a Mentor Protégé Program Project. Chao & Associates of Columbia, SC is the Protégé and will receive 60% (\$60,000.00) of the contract amendment value.*

16. Ordinance No.: 2017-110 - Granting an encroachment to Steve Wyatt for installation and maintenance of brick pavers, brick knee wall with columns, sidewalk and driveway within the right of way area of the 900 block of West Confederate Avenue adjacent to 903 West Confederate Avenue, Richland County TMS #09012-01-06

*First reading approval was given on December 19, 2017.*

17. Ordinance No.: 2017-111 - Granting an encroachment to Olive Holdings, LLC for the use of the right of way areas of the 3000 block of Duncan Street for installation and maintenance of corrugated pipe adjacent to 3010 Duncan Street, Richland County TMS#13802-01-03

*First reading approval was given on December 19, 2017.*

18. Ordinance No.: 2017-112 - Granting an encroachment to the Shandon Neighborhood Council, LLC for installation and maintenance of landscaping within the triangular right of way area of the 100 block of Harden Street adjacent to 110 Harden Street, Richland County TMS #11310-05-18

*First reading approval was given on December 19, 2017.*

19. Resolution No.: R-2017-122 - Authorizing consumption of beer and wine only at the "St. Pat's in Five Points Festival" and authorizing the City Manager and the Parks and Recreation Director to sign Park Rules for the St. Pat's in Five Points Festival





## **COLUMBIA CITY COUNCIL MEETING AGENDA TUESDAY, JANUARY 9, 2018**

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### **PRESENTATIONS**

20. City's LIGHT Employee Recognition - Ms. Teresa Wilson, City Manager

*Columbia Firefighter Jessie Bussey*

### **ORDINANCES - FIRST READING**

21. Ordinance No.: 2017-115 - Amending the 1998 Code of Ordinances of the City of Columbia, South Carolina, Chapter 21, Stormwater Management and Sedimentation Control, Article III, Flood Damage Prevention, Division 1, Generally, Sec. 21-127 Basis for establishing areas of special flood hazard
22. Ordinance No.: 2018-002 - Amending Ordinance 2016-036 to Adopt the Budget for the City of Columbia, South Carolina, for the Fiscal Year ending June 30, 2017 **Addition**

### **OTHER MATTERS**

23. Council is asked to approve the Installation of one (1) Temporary Speed Hump on Airport Boulevard in the Rosewood Neighborhood, as requested by the Public Works Department.

*The neighborhood wishes to use the temporary speed hump (owned by the Public Works Department) on Airport Boulevard (a City-owned roadway) on a 90-day trial basis to allow residents to review its effectiveness before proceeding with permanent installations in other areas.*

*The Columbia Fire Department and Police Department reviewed and approved this request.*

### **APPOINTMENTS**

24. Council is asked to approve the appointment of two (2) individuals to the Climate Protection Action Committee.

### **CONSIDERATION OF MATTERS DISCUSSED DURING THE WORK SESSION**

### **CITY COUNCIL COMMITTEE REPORTS / REFERRALS**

25. Council is asked to refer an Ordinance to address the extended hours permit for commercial establishments to the Public Safety Committee, as requested by The Honorable Howard Duvall.



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TUESDAY, JANUARY 9, 2018**

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**APPEARANCE OF THE PUBLIC**



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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Midlands Business Leadership Group - Ms. Lou Kennedy, CEO/Owner of Nephron Pharmaceuticals Corp. and Mr. Chuck Garnett, Regional Executive to Division CEO for NBSC/Synovus Bank

**FINANCIAL IMPACT:**

**ATTACHMENTS:**

- **#a:** MBLG Council Presentation Handout - 7 NOV 2017 (PDF)
- **#b:** ESC MBLG City Council Work Session Presentation (PDF)

## Regional Competitiveness Initiative

### ABOUT MBLG

MBLG (Midlands Business Leadership Group) is a coalition of more than 40 CEOs and executives from our region's largest employers who regularly convene and work on issues vital to the Midlands' success.

### MBLG'S PRIORITY INITIATIVES FOR 2018

1. Establish a formal collaboration with the property owners from Gervais St. to Catawba St. to address the design, funding, development and operation of a regional waterfront amenity along the Congaree River.
2. Design and implement a solution for regional branding that includes funding, ownership, coordination, collaboration and regional buy-in.
3. Evaluate and accelerate the mission, structure, role and funding model for economic development in Lexington and Richland Counties.
4. Convene a new "Coordinating Council" for regional collaboration (to include MBLG, Chambers, regional economic development, downtown development, etc) that - among other things - will lead the charge to integrate more diverse, young people into positions of leadership.
5. Support both Chambers' effort to ensure greater collaboration between public entities and the business community.
6. Support the creation of a one-stop shop for resources available to entrepreneurs.
7. Identify an appropriate entity to take ownership of and design a plan for pedestrian connections along Assembly St, including streetscaping and identified funding sources.

### MBLG INCLUDES LEADERS FROM THE FOLLOWING ORGANIZATIONS:

|                                |                               |                                       |
|--------------------------------|-------------------------------|---------------------------------------|
| Adams & Reese                  | First Community Bank          | Nexsen Pruet                          |
| Aflac                          | Greater Columbia Chamber      | Ogletree Deakins Nash Smoak & Stewart |
| AgFirst Farm Credit Bank       | Greater Lexington Chamber     | Palmetto Health                       |
| AT&T South Carolina            | Haynsworth Sinkler Boyd       | Providence Hospitals                  |
| BB&T                           | John Lumpkin                  | SCANA                                 |
| Blanchard Machinery            | KeenanSuggs HUB International | Southeastern Freight Lines            |
| BlueCross BlueShield of SC     | LCK Construction Services     | Stevens & Wilkinson                   |
| Burkett Burkett & Burkett      | Lexington Medical Center      | TD Bank                               |
| Central SC Alliance            | M.B. Kahn Construction        | The Boudreaux Group                   |
| Chernoff Newman                | McNair Law Firm               | The State Newspaper                   |
| Colliers International         | Midlands Technical College    | Tomlin & Company                      |
| Colonial Life                  | Mungo Homes                   | United Way of the Midlands            |
| Columbia Metropolitan Airport  | NAI Avant                     | University of South Carolina          |
| Darla Moore School of Business | NBSC Synovus                  | Wells Fargo                           |
| Elliott Davis                  | Nelson Mullins                |                                       |
| First Citizens                 | Nephron Pharmaceuticals       |                                       |

## Regional Competitiveness Initiative

The Midlands Business Leadership Group (MBLG) is leading a collaborative effort focused on enhancing regional competitiveness, prosperity and growth in the Midlands. Launched in January 2017 and chaired by David Pankau, MBLG formed working groups around five indicators of competitive communities, as outlined in EngenuitySC's Midlands Regional Competitiveness Report:

1. Talent
2. Entrepreneurial & Business Environment
3. Innovation
4. Industry Clusters
5. Livability

These working groups, comprised of community and business leaders, identified regional assets and gaps while developing prioritized short-term recommendations, as well as a 10-Year Vision for success. From these recommendations - many of which displayed similarities - and from additional expert input, MBLG's Executive Committee prioritized seven initiatives for action by the end of 2018. Elected officials with Richland and Lexington Counties, the City of Columbia and Town of Lexington were briefed at the outset of the Regional Competitiveness Initiative.

Now that the initiatives have been narrowed and shared widely with elected officials, key stakeholders and working group participants, MBLG is moving forward with their their execution strategy, forming new committees around each of the seven priorities.

These committees will be much smaller than the initial working groups, and they will be populated with experts from the region and the working groups. Likewise, the support of elected officials and participation by government representatives, as requested, will be crucial to the success of these impactful initiatives.

As with any successful initiative, accountability, measurement and benchmarking will be vital to progress and ultimately to success. To ensure that is ongoing, there will be quarterly updates made available to the working group participants and stakeholders. Additionally, the 2017 Midlands Regional Competitiveness Report is scheduled for launch during EngenuitySC's Competitiveness Week, Jan. 29 - Feb. 2. MBLG hopes to use this event as an opportunity to benchmark their progress while setting the stage for future success.



**MBLG**

# **Regional Competitiveness Collaboration**

# Purpose of the Collaboration

Using EngenuitySC's Midlands Regional Competitiveness Report and other tools as a guideline, MBLG is bringing partners together to identify regional challenges, prioritize the biggest opportunities, define the gaps, and catalyze action.



# Vision for the Future

To accelerate the development of Columbia as a cool region that attracts and retains top talent, produces vibrant job offerings, and provides necessary resources to improve livability for all people.

# *2016 Midlands Regional* **COMPETITIVENESS REPORT**

[www.EngenuitySC.com](http://www.EngenuitySC.com)

# Results of Phase One

- Successfully completed **37 meetings with 110+ participants**
- Worked on the 10-Year Vision + Assets + Gaps + Prioritized Action Recommendations for all 5 working groups
- 25 total 12-month recommendations
- 4 recommendations made by 2 or more working groups
- Successfully completed 5 follow up meetings with the 5 Working Groups to report on and share the final results of the Phase One, including:
  - Sharing all of the final Working Group recommendations
  - Getting any final wording changes or edits
  - Getting feedback on potential organizational partners and leaders for the recommendations
  - Setting expectations for what will happen next and the timeline for execution

# Results of Phase Two - Riverfront

- 1.** Establish a formal collaboration with the property owners from Gervais St. to Catawba St. to address the design, funding, development and operation of a regional waterfront amenity along the Congaree River

# Results of Phase Two - Marketing & Branding

**2.** Design and implement a solution for regional branding that includes funding, ownership, coordination, collaboration and regional buy-in

# Results of Phase Two - Economic Development

**3.** Evaluate and accelerate the mission, structure, role and funding model for economic development in Lexington and Richland Counties

# Results of Phase Two - Coordinating Council

## 4.

Convene a new “Coordinating Council” for regional collaboration (to include MBLG, Chambers, regional economic development, downtown development, etc) that - among other things - will lead the charge to integrate more diverse, young people into positions of leadership

# Results of Phase Two - Governmental Collaboration

## 5.

Support both Chambers' effort to ensure greater collaboration between public entities and the business community



# Results of Phase Two - One-Stop-Shop

# 6.

Support the creation of a one-stop shop for resources available to entrepreneurs

# Results of Phase Two - Pedestrian Connections

- 7.** Identify an appropriate entity to take ownership of and design a plan for pedestrian connections along Assembly St, including streetscaping and identified funding sources

# What's **Next**

1.b

Packet Pg. 22



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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Assistant City Manager

**FROM:** *Missy Gentry, Assistant City Manager*

**SUBJECT:** Bull Street Development Update - Mr. Robert Hughes,  
President of Hughes Development Corporation

**FINANCIAL IMPACT:**

**STRATEGIC GOALS:** Foster a healthy quality of life



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Budget & Program Management

**FROM:** *Missy Caughman,*

**SUBJECT:** Fiscal Year 2018/2019 Budget Workshop Calendar - Ms. Melisa Caughman, Budget and Program Management Director

**FINANCIAL IMPACT:**

**CLEAN WATER 2020?:** No

**STRATEGIC GOALS:** Provide high quality municipal services

**ATTACHMENTS:**

- **#a:** Budget Memo 1 Council Budget Calendar (PDF)



We Are Columbia

**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Budget & Program Management

**FROM:** Missy Caughman, Budget & Program Management Director 

**SUBJECT:** Fiscal Year 2018/2019 Budget Calendar

As staff prepares for the FY 2018/2019 Budget discussions, we wanted to share with City Council the proposed budget schedule and plan for discussion of topics related to budget decisions. Staff will be focused on delivering a budget that addresses the tasks of the Envision Columbia Work Plan and the operational needs of departments to provide services to our citizens and customers while utilizing limited resources in an efficient and effective manner. This schedule is based upon the anticipated time of when information will be available and in order to meet the required public hearing notice schedule therefore this schedule is subject to change.

**FY 18/19 Budget Planning & Review Calendar**

|                |                                                                                                              |
|----------------|--------------------------------------------------------------------------------------------------------------|
| January 9      | Budget Calendar & Workshop Topics                                                                            |
| January 16     | Health Care<br><i>Review with Plan Administrator</i>                                                         |
| February 6, 20 | Health Care<br><i>Actuarial Study for OPEB</i><br>Work Plan Review/update<br>FY 16/17 Closeout               |
| March 6, 20    | Parking Fund<br>Special Revenue Funds<br>Revenue Forecasts                                                   |
| April 3        | General Fund Proposed Budget<br>Overview of Operational & Capital Needs                                      |
| April 17       | Water & Sewer Fund Proposed Budget<br>Storm Water Program                                                    |
| May 1          | Remaining Budget Discussions                                                                                 |
| May 15         | All Funds Summary & Wrap Up<br><i>*Last Regular City Council meeting prior to advertising Public Hearing</i> |
| June 5         | Public Hearing; First Reading                                                                                |
| June 19        | Second Reading/Final Adoption                                                                                |



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Discussion of negotiations incident to proposed contractual arrangements pursuant to S.C. Code §30-4-70(a)(2)

**PURPOSE:** Central Carolina Community Foundation  
Lockhart

**FINANCIAL IMPACT:**



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Receipt of legal advice related to matters covered by attorney-client privilege pursuant to S.C. Code §30-4-70(a)(2)

**PURPOSE:** Bradford Collins v. City of Columbia  
Estate of Brown vs COC and Officer Mike Bailey  
Carolina Water

**FINANCIAL IMPACT:**





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body pursuant to §30-4-70(a)(5)

**PURPOSE:** Main Street Culinary Training Program

**FINANCIAL IMPACT:**



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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Discussion of employment of an employee pursuant to S.C. Code §30-4-70(a)(2)

**PURPOSE:** City Council Office

**FINANCIAL IMPACT:**



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Mayor Pro Tempore

**FINANCIAL IMPACT:**



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Council is asked to approve Reimbursement of the November 7, 2017 Municipal Election Expenses to Richland County Elections & Voter Registration in the amount of \$83,633.96.

**FINANCIAL IMPACT:**

**ORIGINAL BUDGET:** \$120,000

**ATTACHMENTS:**

- **#a:** City of Columbia Reimbursement (PDF)
- **#b:** PRECINCT Final Cost Columbia 11 7 17(1) (PDF)

**COMMISSIONERS**

**Adell Adams, Chair**  
**Jane Dreher Emerson, Vice Chair**  
**Sylvia Holley**  
**E. Peter Kennedy**  
**Shirley Mack**

*Voter Registration & Elections*

**Rokey W. Suleman II**  
**DIRECTOR**

*Richland County, South Carolina*

December 21, 2017

Ms. Erika Moore, City Clerk  
 City of Columbia  
 1737 Main Street  
 P.O. Box 147  
 Columbia, SC 29217

Dear Ms. Moore:

The Richland County Elections & Voter Registration Board conducted the City of Columbia Election on November 7, 2017.

The following is a summary of our expenses for the conduct of the City of Columbia Election:

City of Columbia Election - 11/07/2017

**Total Cost: \$83,633.96**

Please refer to the attachments for a summary breakdown. The check should be made payable and remitted to:

Richland County Elections & Voter Registration  
 PO Box 192  
 Columbia, SC 29202

Should you have any further questions, please feel free to contact me at 803-576-2245 or [Mcbridel@rcgov.us](mailto:Mcbridel@rcgov.us).

Lillian McBride  
 Deputy Director  
 Richland County Elections & Voter Registration

**Cost of Conducting City of Columbia General Election  
November 7, 2017**

**9.b**

Number of Precincts: 75 plus 2 in Lexington County

Absentee: 2 (Richland/Lexington)

Total:79

| <b>Cost Components</b>                                                                      | <b>Account Number</b> | <b>Account Name</b>                    | <b>Elections</b> |
|---------------------------------------------------------------------------------------------|-----------------------|----------------------------------------|------------------|
| <b>Administrative:</b>                                                                      |                       |                                        |                  |
| Copies for Poll Managers/ including Absentee Fax                                            | 521300                | Copy Machine                           | \$212.64         |
| Office Supplies                                                                             | 521000                | Office Supplies                        | \$585.37         |
| Postage (PW letters 420 @ .49)                                                              |                       |                                        | \$205.80         |
| Precinct Change Letters (4363 letters @ .49)                                                |                       |                                        | \$2,137.87       |
| <b>Ballots:</b>                                                                             |                       |                                        |                  |
| Absentee Application Postage (57@ .49 )                                                     |                       |                                        | \$27.93          |
| Absentee Ballot Postage ( 131 @ \$1.30 )                                                    |                       |                                        | \$170.30         |
| Absentee Ballots (includes 8% tax) 150 @ .40)                                               | 526500                | Ballots, Ballot Stock, Office Supplies | \$64.80          |
| Ballot on Demand and Test 135 @ 40 (plus 8% tax)                                            | 526500                | Ballots, Ballot Stock, Office Supplies | \$58.32          |
| Ballot Stock paper (includes 500 @ .40 plus 8% tax)                                         | 526500                | Ballots, Ballot Stock, Office Supplies | \$216.00         |
| Emergency/ FailSafe ballots 3635 @ .40 (plus 8% tax)                                        | 526500                | Ballots, Ballot Stock, Office Supplies | \$1,570.32       |
| <b>Personnel Costs:</b>                                                                     |                       |                                        |                  |
| Overtime for County Staff                                                                   | 511200                | Overtime                               | \$3,772.80       |
| Part-time Staff                                                                             | 511300                | RC Part Time Wages                     | \$8,572.63       |
| FICA @ 7.65%                                                                                | 512200                | FICA Employer's Share                  | \$944.43         |
| Police Retirement                                                                           | 513200                | SC Police Retirement                   | \$0.00           |
| Retirement @13.56%                                                                          | 513100                | SC Regular Retirement                  | \$1,685.15       |
| ** Office Staff 4 Absentee @ 342.5 hour @ \$12.00 per hr (Pre Election) / Training 4 @ \$60 | 511800                | Temp Employment Agency                 | \$4,350.00       |
| **Office Staff (Election Day/Night) Equipment loaders/ Unloaders,Call Center, Abs openers   | 511800                | Temp Employment Agency                 | \$7,194.60       |
| ** Poll Clerks 69 @ \$180 + 3 @ \$90 per election                                           | 511800                | Temp Employment Agency                 | \$12,690.00      |
| ** Asst Clerks 28 @ \$150 + 1 @ \$75 per election                                           | 511800                | Temp Employment Agency                 | \$4,350.00       |
| ** Poll Managers 235 @ \$120 + 10 @ \$60 per election                                       | 511800                | Temp Employment Agency                 | \$28,800.00      |
| ** Polling Location Technicians 16 @ \$350 at polling locations                             | 511800                | Temp Employment Agency                 | \$5,600.00       |
| **Poll Worker Retirement 13.56%                                                             | 513100                | SC Regular Retirement                  |                  |
| <b>Precincts:</b>                                                                           |                       |                                        |                  |
| Rent 3 facilities                                                                           | 526300                | Rent                                   | \$425.00         |

**Cost of Conducting City of Columbia General Election  
November 7, 2017**

9.b

**Total:**

**\$83,633.96**

|                                                                                             |            |
|---------------------------------------------------------------------------------------------|------------|
| <b>**Election Day Workers</b>                                                               |            |
| Poll Clerks (69 + 3 @ 1/2 cost - shared with Irmo)                                          | 72         |
| Asst Clerk (28 + 1 @ 1/2 cost - shared with Irmo)                                           | 29         |
| Poll Managers 235 +10 @ 1/2 cost shared with Irmo)                                          | 245        |
| **Office Staff (Pre Elections, Equipment loaders, unloaders, Call Center, Absentee Openers) | 31         |
| Polling Location Technicians at polling locations                                           | 16         |
| <b>Election Day Total Workers:</b>                                                          | <b>393</b> |



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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Procurement and Contracts

**FROM:** Sandra Wright, Purchasing Agent

**SUBJECT:** Council is asked to approve the Purchase of four (4) Dodge Ram Vehicles for the Code Enforcement Division, as requested by the Fleet Services Division. Award to Butler Chrysler Jeep Dodge, using the SC State Contract in the amount of \$79,140.00. This vendor is located in Beaufort, SC.

**REQUISITION NO.:** R186847

**FINANCIAL IMPACT:** Funding Source: Capital Replacement- Auto, Trucks, Heavy Equipment Capital: 6308972-658500. The original budgeted amount is \$79,140.00.

**ORIGINAL BUDGET:** \$79,140.00

**CLEAN WATER 2020?:** No

**STRATEGIC GOALS:** Provide high quality municipal services

Sec 2-204. (9) of the City Ordinance. Competitive sealed bidding required; exceptions allow the City to purchase goods and services without competitive sealed bidding when purchasing through state contracts.

**ATTACHMENTS:**

- **#a:** Quote (PDF)



## History

| USER ID                                                                                                                                                                                                                                                                                                                                          | WHEN IN           | NAME           | WHEN OUT | GROUP             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------|----------|-------------------|
| EAHEUSTE     | 11/27/17 09:42:26 | Edgar Heustess |          | wavDivision 8972  |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wBudgUnit 2600 8  |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wFleet Services   |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wFixed Assets     |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wAsst City Mgr 1  |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wCity Mgr-Money   |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wPurchasing Direc |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wCity Council-Mor |
| TBA                                                                                                                                                                                                                                                                                                                                              | Future Task Item  | To Be Assigned |          | wBuyer 1          |

## Summary

Purchase Request# = R186847  
 PR Total\$ = \$79,140.00  
 Requested By = Edgar Heustess  
 Request Date = 11/27/2017  
 Entry Date = 11/27/2017  
 Vendor = V003305-BUTLER CHRYSLER DODGE JEEP LLC

## ACCOUNT INFORMATION

| Item# | Quantity | Price       | Item Total  | Lg | Key     | Object | Amt/Pct |
|-------|----------|-------------|-------------|----|---------|--------|---------|
| 0001  | 4.00     | \$19,285.00 | \$79,140.00 | GL | 6308972 | 658500 |         |

## Item Description

Pick up for Code enforcement purchased off lease

R186847

10.a

Michael Speakmon, Procurement Manager  
 Phone: (803)737-9816  
 Email: mspeakmon@mmo.sc.gov

Materials Management Office  
 1201 Main Street, Suite 600  
 Columbia, South Carolina 29201

Section: V  
 Page: 4  
 Date: 11/1/2017

## PU-3: Truck, Pickup, 4x2, 1/2 Ton, Regular Cab, 6' Body, Flex Fuel

|                                 |                        |                    |                                     |
|---------------------------------|------------------------|--------------------|-------------------------------------|
| <u>Contract Number:</u>         | 4400014482             | <u>Contractor:</u> | Butler Chrysler Jeep Dodge          |
| <u>Initial Contract Term:</u>   | 11/1/2016 - 10/31/2017 | <u>Address:</u>    | 1555 Salem Road, Beaufort, SC 29902 |
| <u>Contract Rollover Dates:</u> | 11/1/2017 - 10/31/2018 | <u>Vendor #:</u>   | 7000002437                          |
| <u>Order Cutoff Date:</u>       | TBD                    | <u>Contact:</u>    | Tina Neill                          |
| <u>Model:</u>                   | Ram 1500 DS1L61        | <u>Email:</u>      | tneill@butlerchrysler.com           |
| <u>Commodity Code:</u>          | 07202                  | <u>Telephone:</u>  | 843-522-9696 Ext 123                |
| <u>Delivery Days ARO:</u>       | 90-120                 | <u>Fax:</u>        | 843-522-3629                        |

**BASE PRICE      \$19,285.00**

\*Click on the link above for an itemized listing of items included in the base price.

### Optional Additions

|                                                           |                   |
|-----------------------------------------------------------|-------------------|
| 4x4 Package - State Standard Spec                         | \$3,260.00        |
| Auxiliary Power Connection-Standard State Spec            | \$125.00          |
| Larger Engine (V8 Gas)                                    | \$2,085.00        |
| Long Bed                                                  | No Charge         |
| Posi-Traction/Limited Slip/Locking Differential Rear Axle | \$365.00          |
| Power Mirrors                                             | Included in Price |
| Power Windows                                             | Included in Price |
| Spray-In Bedliner                                         | Included in Price |
| Tow Package - Standard State Spec                         | Included in Price |

19,285.00  
 x 4  
 -----  
 77,140.00  
 + TAX 2,000.00  
 -----  
 79,140.00

40 →

### Optional Deductions

None

524  
 11-27-17

### Delivery Information

Does not apply to this contract.

Ext- white  
 int- Grey



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Procurement and Contracts

**FROM:** Sandra Wright, Purchasing Agent

**SUBJECT:** Council is asked to approve the Annual IFAS Software Maintenance Support Services, as requested by the Budget and Program Management Department. Award to Superion in the amount of \$195,722.14. This firm is located in Lake Murray, FL.

**REQUISITION NO.:** R186867

**FINANCIAL IMPACT:** Funding Source: General Admin Information Tech-Maintenance & Service Contract 6218950-368200. The original budgeted amount is \$195,722.14.

**ORIGINAL BUDGET:** \$195,722.14

**CLEAN WATER 2020?:** No

**STRATEGIC GOALS:** Provide high quality municipal services

Sec 2-204. (7) of the City Ordinance. Competitive sealed bidding required; exceptions allow the City to purchase goods and services without competitive sealed bidding for the procurement of information technology.

**ATTACHMENTS:**

- **#a:** Superion Invoice (PDF)

SUPERION

V015483

## Invoice

1000 Business Center Drive  
Lake Mary, FL 32746  
800-727-8088  
www.Superion.com

Company  
LG

Document No  
146279

Date  
27/Oct/2017

Page  
1 of 3

? P1

R. Hampton 1121

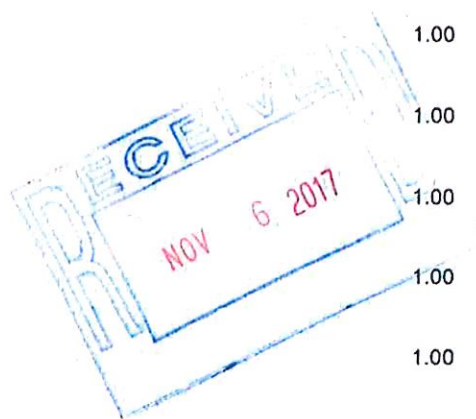
Bill To: City of Columbia  
PO Box 147  
COLUMBIA, SC 29217  
United States  
Attn: Accounts Payable

Ship To: City of Columbia, SC  
1737 Main Street  
COLUMBIA, SC 29201  
United States

R 186867

| Customer Grp/No. | Customer Name        | Customer PO Number | Currency | Terms | Due Date    |
|------------------|----------------------|--------------------|----------|-------|-------------|
| 5897LG           | City of Columbia, SC |                    | USD      | NET30 | 26/Nov/2017 |

| No                      | SKU Code/Description/Comments                                                              | Units | Rate     | Extended |
|-------------------------|--------------------------------------------------------------------------------------------|-------|----------|----------|
| Contract No. 00018375   |                                                                                            |       |          |          |
| 21                      | ONESolution Financials Core - IFAS<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018     | 1.00  | 2,118.47 | 2,118.47 |
| Contract No. 101403     |                                                                                            |       |          |          |
| 28                      | OS - Time Card On-Line<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                 | 1.00  | 0.00     | 0.00     |
| 29                      | OS - Employee Online<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                   | 1.00  | 3,838.62 | 3,838.62 |
| Contract No. 120714     |                                                                                            |       |          |          |
| 30                      | OS - Applicant OnLine<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                  | 1.00  | 3,370.50 | 3,370.50 |
| Contract No. COLUMBIA-1 |                                                                                            |       |          |          |
| 1                       | OS - General Ledger<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                    | 1.00  | 0.00     | 0.00     |
| 2                       | OS - Accounts Payable/Encumbrances<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018     | 1.00  | 0.00     | 0.00     |
| 3                       | OS - Accounts Receivable/Cash Receipts<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018 | 1.00  | 0.00     | 0.00     |
| 4                       | OS - Bank Reconciliation<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018               | 1.00  | 0.00     | 0.00     |
| 5                       | OS - Person/Entity Database<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018            | 1.00  | 0.00     | 0.00     |
| 6                       | OS - Job Project Ledger<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                | 1.00  | 0.00     | 0.00     |
| 7                       | OS - Budget Item Detail<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                | 1.00  | 0.00     | 0.00     |
| 8                       | OS - Purchasing<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                        | 1.00  | 0.00     | 0.00     |
| 9                       | OS - Fixed Assets<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                      | 1.00  | 0.00     | 0.00     |





# SUPERION

1000 Business Center Drive  
Lake Mary, FL 32746  
800-727-8088  
www.Superion.com

## Invoice

|                |                    |             |             |
|----------------|--------------------|-------------|-------------|
| <b>Company</b> | <b>Document No</b> | <b>Date</b> | <b>Page</b> |
| LG             | 146279             | 27/Oct/2017 | 2 of 3      |

Bill To: City of Columbia  
PO Box 147  
COLUMBIA, SC 29217  
United States  
Attn: Accounts Payable

Ship To: City of Columbia, SC  
1737 Main Street  
COLUMBIA, SC 29201  
United States

|                         |                      |                           |                 |              |                 |
|-------------------------|----------------------|---------------------------|-----------------|--------------|-----------------|
| <b>Customer Grp/No.</b> | <b>Customer Name</b> | <b>Customer PO Number</b> | <b>Currency</b> | <b>Terms</b> | <b>Due Date</b> |
| 5897LG                  | City of Columbia, SC |                           | USD             | NET30        | 26/Nov/2017     |

| No | SKU Code/Description/Comments                                                                 | Units | Rate | Extended |
|----|-----------------------------------------------------------------------------------------------|-------|------|----------|
| 1  | OS - Stores Inventory<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                     | 1.00  | 0.00 | 0.00     |
| 1  | OS - Easy Laser Forms<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                     | 1.00  | 0.00 | 0.00     |
| 1  | OS - GUI<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                                  | 1.00  | 0.00 | 0.00     |
| 3  | OS - Payroll<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                              | 1.00  | 0.00 | 0.00     |
| 14 | OS - Human Resources<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                      | 1.00  | 0.00 | 0.00     |
| 15 | OS - Position Budgeting<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                   | 1.00  | 0.00 | 0.00     |
| 15 | OS - Project Allocation<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                   | 1.00  | 0.00 | 0.00     |
| 17 | OS - Contract Management<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                  | 1.00  | 0.00 | 0.00     |
| 13 | OS - Bid & Quote Management<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018               | 1.00  | 0.00 | 0.00     |
| 9  | OS - Employee Online<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                      | 1.00  | 0.00 | 0.00     |
| 20 | OS - Grant Management<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                     | 1.00  | 0.00 | 0.00     |
| 21 | OS - Work Order Management<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                | 1.00  | 0.00 | 0.00     |
| 22 | OS - Click, Drag, & Drill (Report Writer)<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018 | 1.00  | 0.00 | 0.00     |
| 23 | OS - Documents On-Line<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                    | 1.00  | 0.00 | 0.00     |
| 24 | OS - Hassle Free Support                                                                      | 1.00  | 0.00 |          |

Page Total

**Packet Pg. 40**

# SUPERION

1000 Business Center Drive  
Lake Mary, FL 32746  
800-727-8088  
www.Superion.com

## Invoice

Company  
LG

Document No  
146279

Date  
27/Oct/2017

Page  
3 of 3

Bill To: City of Columbia  
PO Box 147  
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Ship To: City of Columbia, SC  
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COLUMBIA, SC 29201  
United States

| Customer Grp/No. | Customer Name        | Customer PO Number | Currency | Terms | Due Date    |
|------------------|----------------------|--------------------|----------|-------|-------------|
| 5897LG           | City of Columbia, SC |                    | USD      | NET30 | 26/Nov/2017 |

| No           | SKU Code/Description/Comments                                               | Units | Rate       | Extended   |
|--------------|-----------------------------------------------------------------------------|-------|------------|------------|
|              | Maintenance Start: 01/Dec/2017, End: 30/Nov/2018                            |       |            |            |
| 25           | OS - Bid Online<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018         | 1.00  | 0.00       | 0.00       |
| 26           | OS Support<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018              | 1.00  | 171,896.61 | 171,896.61 |
| 27           | OS - Central Cashiering<br>Maintenance Start: 01/Dec/2017, End: 30/Nov/2018 | 1.00  | 0.00       | 0.00       |
| Contract No. |                                                                             |       |            |            |
| 32           | Tax (Type - MA)                                                             | 1.00  | 14,497.94  | 14,497.94  |
| Page Total   |                                                                             |       |            | 186,394.55 |

Remittance: Superior, LLC  
Bank of America  
12709 Collection Center Drive  
Chicago, IL 60693

Inquiries: Accounts.Receivable@Superion.com

|                  |            |
|------------------|------------|
| Subtotal         | 181,224.20 |
| Sales Tax        | 14,497.94  |
| Invoice Total    | 195,722.14 |
| Payment Received | 0.00       |
| Balance Due      | 195,722.14 |



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Columbia-Richland Emergency Communications

**FROM:** *Kimberly Gathers,*

**SUBJECT:** Council is asked to approve the Renewal of Computer Aided Dispatch Annual Maintenance Software Services, as requested by the Columbia-Richland 911 Communications Center. Award to TriTech Software Systems in the amount of \$242,398.97. This firm is located in Columbia, SC.

**FINANCIAL IMPACT:** Funding Source: City Account 1012701 - 638200 (\$121,199.49) and County Account 2082702 - 638200 (\$121,199.48).  
  
This Maintenance Agreement will provide uninterrupted CAD software maintenance coverage expiring on December 1, 2018 and is jointly funded (50/50 split) with Richland County.

**ORIGINAL BUDGET:** 242,398.97

**CLEAN WATER 2020?:** No

**STRATEGIC GOALS:** Provide high quality municipal services

INTER OFFICE MEMORANDUM

**TO:** Teresa Wilson, City Manager

**FROM:** Kimberly Gathers, 911 Director

**DATE:** December 13, 2017

**RE:** 2017-2018 TriTech Software Systems Annual Maintenance Agreement Renewal

---

Please find attached for your review and approval, the 12/1/2017 thru 11/30/2018 TriTech Software Systems Annual Maintenance Agreement Renewal between the City of Columbia and TriTech Software Systems.

This Maintenance Agreement will provide uninterrupted CAD software maintenance coverage expiring on December 1, 2018, and is jointly funded (50/50 split) with Richland County:

|                        |                    |              |
|------------------------|--------------------|--------------|
| City Account 1012701   | Object Code 638200 | \$121,199.49 |
| County Account 2082702 | Object Code 638200 | \$121,199.48 |

Total Cost: \$242,398.97

Thank you for your kind consideration in this matter.

KG/ss

Attachments

**ATTACHMENTS:**

- **#a:** 2017-2018 Tri Tech Software Systems Annual Maintenance Agreement Renewal (PDF)





November 16, 2017

CRCC  
Attn. Adam DeMars  
1800 Laurel St.  
Columbia, SC. 29201

## **Renewal of Software Support Agreement - Revised**

This letter is an important notice to renew your Software Support Agreement for your TriTech System, which is due to expire on December 1, 2017. The renewal of the Software Support Agreement will allow you to continue to take advantage of the software support and maintenance services provided by TriTech Software Systems and allow you to receive upgrades to your TriTech System.

Please complete and sign this Support Renewal Agreement and return it to TriTech along with your payment to assure uninterrupted software support and maintenance services coverage. Action on this Support Renewal Agreement is time sensitive; services to support your system will not be provided if you have not paid your Support Renewal Fee by the Expiration date of your Software Support Agreement.

### **TriTech Support Services Renewal Agreement Amendment**

Client agrees to renew its Software Support Agreement dated May 2008, the terms of which are incorporated by reference herein as though set forth in full, and according to the terms and conditions included herein. Except as modified herein, all other terms and conditions of the Software Support Agreement shall remain in full force and effect. With respect to the content herein, in the event of any conflict between this Software Support Renewal Agreement Amendment and the Software Support Agreement, the terms of this Software Support Renewal Agreement Amendment shall control. This Support Renewal Agreement Amendment and applicable support fees must be signed, paid and returned by December 1, 2017 to avoid any interruptions in the software support and maintenance services provided by TriTech. Payment of \$242,398.97 for this period is due by December 1, 2017.

### **Consumer Price Index Adjustment**

For support renewals that go into effect within calendar year 2017, the support renewal fee has been increased by the consumer price index (CPI) rate of 1.70%.

Note: Escrow Fees are calculated separately and added to your annual support fee.

### **Payment**

For your convenience, we have enclosed an invoice for the full amount of the TriTech Support Services Renewal Fees covering period beginning December 1, 2017-November 30, 2018.

**If you have any questions or would like to add additional funds for future services or training, please contact Sue Cote at 563-387-4844 or your Account Manager at 858-799-7000.**

**The Support Renewal Agreement for TriTech Support Services is based upon the following TriTech Software licenses:**

9477 Waples Street, Suite 100, San Diego, California 92121  
(858) 799-7000 | Fax: (858) 799-7010 | [www.tritech.com](http://www.tritech.com)

## CRCC (Columbia Richland SC048A)

| Product Name                                                                                                                                         | Notes | # of Licenses | Cost per License | Total License Cost | Support term 12/1/17-11/30/18 |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---------------|------------------|--------------------|-------------------------------|
| VisiCAD Primary Server Multi Agency License                                                                                                          |       | 1             | 30,000.00        | 30,000.00          | 7,395.25                      |
| Test/Training Server SWL                                                                                                                             |       | 1             | 10,000.00        | 10,000.00          | 2,465.08                      |
| Local Back-up Server SWL                                                                                                                             |       | 1             | 10,000.00        | 10,000.00          | 2,465.08                      |
| Remote Back-up Server SWL                                                                                                                            |       | 1             | 10,000.00        | 10,000.00          | 2,465.08                      |
| Archive & Reporting Server License (Replication)                                                                                                     |       | 1             | 18,500.00        | 18,500.00          | 4,560.40                      |
| VisiNet Browser                                                                                                                                      |       | 1             | 25,000.00        | 25,000.00          | 6,162.71                      |
| NCK/State Message Switch Server SWL                                                                                                                  |       | 1             | 50,000.00        | 50,000.00          | 12,325.41                     |
| Dispatcher/Call Taker Client SWL                                                                                                                     |       | 24            | 10,000.00        | 240,000.00         | 59,161.98                     |
| Administrator Client SWL                                                                                                                             |       | 7             | 5,000.00         | 35,000.00          | 8,627.79                      |
| Administrator Client SWL                                                                                                                             |       | -6            | 5,000.00         | (30,000.00)        | (7,395.25)                    |
| Test/Training Client SWL                                                                                                                             |       | 10            | 3,000.00         | 30,000.00          | 7,395.25                      |
| Test/Training Client SWL                                                                                                                             |       | -2            | 3,000.00         | (6,000.00)         | (1,479.05)                    |
| Dispatcher/Call Taker SWL's (Remote backup-disaster site)                                                                                            |       | 7             | 3,000.00         | 21,000.00          | 5,176.67                      |
| Dispatcher/Call Taker SWL's (Remote backup-disaster site)                                                                                            |       | -1            | 3,000.00         | (3,000.00)         | (739.57)                      |
| Quickest Path Unit Recommendation Module                                                                                                             |       | 54            | 1,000.00         | 54,000.00          | 13,311.45                     |
| Quickest Path Unit Recommendation Module                                                                                                             |       | -15           | 1,000.00         | (15,000.00)        | (3,697.62)                    |
| Event Playback Module                                                                                                                                |       | 1             | 7,500.00         | 7,500.00           | 1,848.81                      |
| NCK/State Query User Module                                                                                                                          |       | 31            | 500.00           | 15,500.00          | 3,820.88                      |
| Printout Module                                                                                                                                      |       | 1             | 7,500.00         | 7,500.00           | 1,848.81                      |
| GIS Links Streets Utility Module                                                                                                                     |       | 1             | 15,000.00        | 15,000.00          | 3,697.62                      |
| GIS Link for Response Area Polygons Import                                                                                                           |       | 1             | 5,000.00         | 5,000.00           | 1,232.54                      |
| Advanced Timers-Flight Following Module                                                                                                              |       | 1             | 5,000.00         | 5,000.00           | 1,232.54                      |
| SOP Module                                                                                                                                           |       | 1             | 7,500.00         | 7,500.00           | 1,848.81                      |
| Controlling Dispatcher Module (included in base CAD)                                                                                                 |       | 1             | 0.00             | 0.00               | 0.00                          |
| Dispatch Rules Module (included in base CAD)                                                                                                         |       | 1             | 0.00             | 0.00               | 0.00                          |
| Geofence Cross Reference Module (point in polygon)                                                                                                   |       | 54            | 250.00           | 13,500.00          | 3,327.86                      |
| Geofence Cross Reference Module (point in polygon)                                                                                                   |       | -15           | 250.00           | (3,750.00)         | (924.41)                      |
| System Status Management Module (included in base CAD)                                                                                               |       | 1             | 0.00             | 0.00               | 0.00                          |
| VisiNet Browser Reports Module (included in new sales)                                                                                               |       | 1             | 0.00             | 0.00               | 0.00                          |
| Snapshot Module                                                                                                                                      |       | 1             | 2,500.00         | 2,500.00           | 616.27                        |
| Unit Swap Module                                                                                                                                     |       | 1             | 2,500.00         | 2,500.00           | 616.27                        |
| AN/ALI Interface License (Positron)                                                                                                                  |       | 1             | 9,000.00         | 9,000.00           | 2,218.57                      |
| Paging Interface License                                                                                                                             |       | 1             | 9,000.00         | 9,000.00           | 2,218.57                      |
| Interface Manager License                                                                                                                            |       | 1             | 5,000.00         | 5,000.00           | 1,232.54                      |
| Closed Record Download RMS Data Transfer Interface (Zell)                                                                                            |       | 1             | 15,000.00        | 15,000.00          | 3,697.62                      |
| Closed Record Download RMS Data Transfer Interface (visionAir RMS to CPD)                                                                            |       | 1             | 15,000.00        | 15,000.00          | 3,697.62                      |
| Closed Record Download RMS Data Transfer Interface (Firehouse RMS for CPD)                                                                           |       | 1             | 15,000.00        | 15,000.00          | 3,697.62                      |
| Station Alert Interface License                                                                                                                      |       | 1             | 20,000.00        | 0.00               | 0.00                          |
| AVL Interface (New Custom)                                                                                                                           |       | 1             | 45,000.00        | 45,000.00          | 11,092.87                     |
| Custom MDC Interface License (VisionAir Mobile - CPD)                                                                                                |       | 1             | 112,000.00       | 112,000.00         | 27,608.93                     |
| Custom MDC Interface License (Motorola PMDS-RCSO)                                                                                                    |       | 1             | 42,000.00        | 42,000.00          | 10,353.35                     |
| OR AN/ALI Interface License (Positron)                                                                                                               |       | 1             | 9,000.00         | 9,000.00           | 2,218.57                      |
| OR Paging Interface License                                                                                                                          |       | 1             | 9,000.00         | 9,000.00           | 2,218.57                      |
| DR Interface Manager License                                                                                                                         |       | 1             | 5,000.00         | 5,000.00           | 1,232.54                      |
| DR AVL Interface (New Custom)                                                                                                                        |       | 1             | 45,000.00        | 45,000.00          | 11,092.87                     |
| DR Custom MDC Interface License (VisionAir Mobile - CPD)                                                                                             |       | 1             | 20,000.00        | 20,000.00          | 4,930.17                      |
| DR Custom MDC Interface License (Motorola PMDS-RCSO)                                                                                                 |       | 1             | 20,000.00        | 20,000.00          | 4,930.17                      |
| Standard EMS Integration                                                                                                                             |       | 24            | 500.00           | 12,000.00          | 2,722.47                      |
| Standard Push to Talk Interface License                                                                                                              |       | 1             | 20,000.00        | 20,000.00          | 4,930.17                      |
| Custom False Alarm Billing Report                                                                                                                    | [a]   | 1             | 9,000.00         | 9,000.00           | 0.00                          |
| File Attachments Module for Production Environment (CAD & Mobile)                                                                                    |       | 1             | 7,500.00         | 7,500.00           | 1,848.81                      |
| File Attachments Module for Disaster Recovery Environment for CAD & Mobile                                                                           |       | 1             | 2,250.00         | 2,250.00           | 554.64                        |
| File Attachments Module for Test/Training Environment for CAD & Mobile                                                                               |       | 1             | 2,250.00         | 2,250.00           | 554.64                        |
| Standard Inband CAD Motorola MCC 7500 Console Radio Interface                                                                                        | [c]   | 1             | 12,750.00        | 12,750.00          | 354.91                        |
| CA Reserve High Availability for Enterprise OS Servers, Includes 3 Years Support/Maintenance - Production, Hot Standby and Disaster Recovery Servers | [d]   |               |                  |                    | 0.00                          |
| CAD Mapping Support Fees                                                                                                                             |       |               |                  |                    | 576.00                        |
| Total Support Renewal Fee:                                                                                                                           |       |               |                  |                    | 241,548.97                    |
| Escrow Fee:                                                                                                                                          |       |               |                  |                    | 850.00                        |
| Total Adjusted Support Renewal Fee:                                                                                                                  |       |               |                  |                    | 242,398.97                    |

## CUSTOMER REQUEST

[a] Removing support until upgraded to v5.8

[c] provided 9/21/18-11/30/18

[d] Support 05/28/16-11/30/19

ACCEPTED AND AGREED:

---

Signature

---

Printed Name

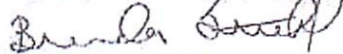
---

Title

---

Date

TRITECH SOFTWARE SYSTEMS



---

Brenda Stiehl  
VP of Finance

APPROVED AS TO FORM



---

Legal Department City of Columbia, SC



Remit To:  
 TriTech Software Systems  
 P.O. Box 203223  
 Dallas, TX 75320-3223  
 Contact: 858-799-7000

Invoice No. 19703

Invoice Date 10/23/2017

Page 1

**Bill To:**

Richland County CRCC  
 Attn. Finance Dept  
 2020 Hampton St PO BOX 192  
 Columbia SC 29202

**Ship To:**

Richland County CRCC  
 Attn. Finance Dept  
 2020 Hampton St PO BOX 192  
 Columbia SC 29202

| Customer PO | Cust. No.    | Ship Method                            | Payment Terms |                           |
|-------------|--------------|----------------------------------------|---------------|---------------------------|
|             | SC048A       |                                        | Net 30 Days   |                           |
| QTY:        | Item Number: | Item Description:                      | Unit Price:   | Ext.Price:                |
| 1           | 4300-80      | Customer Support - 12/1/17 to 11/30/18 | Ea \$0.00     | \$242,398.97 \$242,398.97 |

Subtotal \$242,398.97  
 Tax \$0.00  
 Freight \$0.00  
 Total \$242,398.97



# **CITY OF COLUMBIA**

**Columbia – Richland 9-1-1**

**Communications**

1800 Laurel St | Columbia, South Carolina 29201

Phone: 803-988-8005 Fax: 803-255-8139

To: Legal Review

From: Director Kimberly Gathers, 911 Communications 

Subject: 12/2017 – 11/2018 Tri-Tech Software Systems Annual Maintenance Agreement Renewal

Date: November 21, 2017

---

Attached please find our 12/2017 – 11/2018 Tri-Tech Software Systems Annual Maintenance Agreement Renewal.

This is submitted:

\_\_\_\_\_ (1) For your information

  X   (2) For your staff's review and comment

\_\_\_\_\_ (3) Other

I verify that I have reviewed the document and am satisfied with the business terms set forth therein.

KG/ss

Attachments



---

We Are Columbia

---

**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Procurement and Contracts

**FROM:** Sandra Wright, Purchasing Agent

**SUBJECT:** Council is asked to approve the Purchase of GIS Annual Software Maintenance Services, as requested by the Information Technology Services Department. Award to Environmental Systems Research, using the General Services Administration Contract in the amount of \$65,500.00. This firm is located in Redlands, CA.

**REQUISITION NO.:** R186514

**FINANCIAL IMPACT:** Funding Source: Police Administrative Services- Computer License;1012402-627510 (\$3,300.00); Development Services-Maintenance & Service Contract;1014101-627510 (\$3,400.00); Engineering- Computer License; 5511706-627510 (\$4,600.00); Traffic Engineering-Maintenance & Service Contract;1013203-627510 (\$2,225.00); Public Works Administration- Computer License;1011124-627510 (\$1,875.00); Utilities Wastewater Maintenance-Maintenance & Service Contract;5516205-627510 (\$5,100.00); Utilities Wastewater Maintenance-Computer License; 5516205-627510 (\$500.00); Geographic Information System: Maintenance & Service Contract; 5511121-627510 (\$44,500.00).

**ORIGINAL BUDGET:** \$65,500.00

**CLEAN WATER 2020?:** No

**STRATEGIC GOALS:** Provide high quality municipal services

Sec. 2-204.-Item (10) - Competitive sealed bidding required; exceptions. All city contracts shall be awarded by competitive sealed bidding except the following as determined pursuant to definitions and standards set by regulations, or except as otherwise provided in this article: When purchasing through cooperative purchasing agreements.

**ATTACHMENTS:**

- **#a:** Quote (PDF)

- #b: GSA contract information and solicitation (PDF)



Esri Inc  
380 New York Street  
Redlands CA 92373

## **Subject: Renewal Quotation**

**Date:** 10/08/2017  
**To:** Sung-Jun Kim  
**Organization:** City of Columbia  
IT  
**Fax #:** 803-733-8297 **Phone #:** 803-545-3266  
  
**From:** Anthony Amell  
**Fax #:** 909-307-3083 **Phone #:** 888-377-4575 Ext. 5089  
**Email:** AAmell@esri.com

Number of pages transmitted  
(including this cover sheet): 6

Quotation #25815106  
Document Date: 10/08/2017

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level  
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit  
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.





**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-45755089  
Fax #: 909-307-3083

13.a

## Quotation

**Date:** 10/08/2017

**Quotation Number:** 25815106

City of Columbia  
IT  
GIS  
2nd Fl Washington Square Bldg  
1136 Washington St  
Columbia SC 29201-3215

**Customer Number:** 22711

For questions regarding this document, please contact Customer Service at 888-377-4575.

### Send Purchase Orders To:

Environmental Systems Research Institute, Inc.  
380 New York Street  
Redlands, CA 92373-8100  
Attn: Anthony Amell

### Please include the following remittance address on your Purchase Order:

Environmental Systems Research Institute, Inc.  
P.O. Box 741076  
Los Angeles, CA 90074-1076

| Item | Qty | Material#                                                                                                               | Unit Price | Extended Price |
|------|-----|-------------------------------------------------------------------------------------------------------------------------|------------|----------------|
| 10   | 1   | 52384<br>ArcGIS Desktop Advanced Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019   | 3,000.00   | 3,000.00       |
| 1010 | 4   | 52385<br>ArcGIS Desktop Advanced Concurrent Use Secondary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019 | 1,200.00   | 4,800.00       |
| 2010 | 2   | 86497<br>ArcGIS Desktop Standard Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019   | 1,500.00   | 3,000.00       |
| 3010 | 12  | 86500<br>ArcGIS Desktop Standard Concurrent Use Secondary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019 | 1,200.00   | 14,400.00      |
| 4010 | 2   | 87194                                                                                                                   | 700.00     | 1,400.00       |

**Quotation is valid for 90 days from document date.**

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

**Issued By:** Anthony Amell

**Ext:** 5089

[CSBATCHDOM]

To expedite your order, please reference your customer number and this quotation number on your purchase order.


**esri**<sup>®</sup>

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-45755089  
Fax #: 909-307-3083

# Quotation

Page 2

Date: 10/08/2017

Quotation Number: 25815106

| Item  | Qty | Material# |                                                                                                                                | Unit Price | Extended Price |
|-------|-----|-----------|--------------------------------------------------------------------------------------------------------------------------------|------------|----------------|
|       |     |           | ArcGIS Desktop Basic Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                      |            |                |
| 5010  | 9   | 87195     | ArcGIS Desktop Basic Concurrent Use Secondary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                    | 500.00     | 4,500.00       |
| 6010  | 1   | 87232     | ArcGIS Spatial Analyst for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019        | 500.00     | 500.00         |
| 7010  | 3   | 87233     | ArcGIS Spatial Analyst for Desktop Concurrent Use Secondary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019      | 200.00     | 600.00         |
| 8010  | 1   | 87198     | ArcGIS 3D Analyst for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019             | 500.00     | 500.00         |
| 9010  | 1   | 87236     | ArcGIS Geostatistical Analyst for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019 | 500.00     | 500.00         |
| 10010 | 1   | 98696     | ArcGIS Publisher for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019              | 500.00     | 500.00         |
| 11010 | 5   | 97444     | ArcGIS Engine Single Use without Extension Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                       | 100.00     | 500.00         |
| 12010 | 1   | 98134     | ArcGIS Data Interoperability for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019  | 500.00     | 500.00         |
| 13010 | 1   | 118242    |                                                                                                                                | 500.00     | 500.00         |

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380 New York Street  
Redlands, CA 92373  
Phone: 888-377-45755089  
Fax #: 909-307-3083

# Quotation

Page 3

Date: 10/08/2017

Quotation Number: 25815106

| Item  | Qty | Material# |                                                                                                                           | Unit Price | Extended Price |
|-------|-----|-----------|---------------------------------------------------------------------------------------------------------------------------|------------|----------------|
|       |     |           | ArcGIS Data Reviewer for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019     |            |                |
| 14010 | 1   | 100571    | ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019   | 500.00     | 500.00         |
| 15010 | 1   | 100572    | ArcGIS Network Analyst for Desktop Concurrent Use Secondary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019 | 200.00     | 200.00         |
| 16010 | 1   | 96880     | ArcGIS Workflow Manager for Desktop Concurrent Use Primary Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019  | 500.00     | 500.00         |
| 17010 | 12  | 114511    | ArcPad Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                                                      | 250.00     | 3,000.00       |
| 18010 | 2   | 157023    | ArcGIS Developer Professional Annual Subscription<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                       | 1,800.00   | 3,600.00       |
| 19010 | 1   | 161326    | ArcGIS Enterprise Advanced Up to Four Cores Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                 | 10,000.00  | 10,000.00      |
| 20010 | 1   | 161328    | ArcGIS Enterprise Standard Up to Four Cores Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                 | 5,000.00   | 5,000.00       |
| 21010 | 1   | 161339    | ArcGIS Image Server Up to Four Cores Maintenance<br>Start Date: 01/06/2018<br>End Date: 01/05/2019                        | 5,000.00   | 5,000.00       |
| 22010 | 1   | 161366    |                                                                                                                           | 2,500.00   | 2,500.00       |

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380 New York Street  
 Redlands, CA 92373  
 Phone: 888-377-45755089  
 Fax #: 909-307-3083

# Quotation

Page 4

**Date:** 10/08/2017

**Quotation Number:** 25815106

| Item                                                                               | Qty | Material# | Unit Price | Extended Price |
|------------------------------------------------------------------------------------|-----|-----------|------------|----------------|
| ArcGIS Network Analyst for ArcGIS GIS Server Standard Up to Four Cores Maintenance |     |           |            |                |
| Start Date: 01/06/2018                                                             |     |           |            |                |
| End Date: 01/05/2019                                                               |     |           |            |                |

|                      |                      |
|----------------------|----------------------|
| <b>Item Subtotal</b> | 65,500.00            |
| <b>Estimated Tax</b> | 0.00                 |
| <b>Total</b>         | <b>USD 65,500.00</b> |

**DUNS/CEC: 06-313-4175 CAGE: 0AMS3**

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380 New York Street  
Redlands, CA 92373  
Phone: 888-377-45755089  
Fax #: 909-307-3083

## Quotation

Page 5

**Date:** 10/08/2017    **Quotation No:** 25815106    **Customer No:** 22711

| Item | Qty | Material# | Unit Price | Extended Price |
|------|-----|-----------|------------|----------------|
|------|-----|-----------|------------|----------------|

IF YOU WOULD LIKE TO RECEIVE AN INVOICE FOR THIS MAINTENANCE QUOTE YOU MAY DO ONE OF THE FOLLOWING:

- RESPOND TO THIS EMAIL WITH YOUR AUTHORIZATION TO INVOICE
- SIGN BELOW AND FAX TO 909-307-3083
- FAX YOUR PURCHASE ORDER TO 909-307-3083
- EMAIL YOUR PURCHASE ORDER TO Service@esri.com

REQUESTS VIA EMAIL OR SIGNED QUOTE INDICATE THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION AND THAT YOUR ORGANIZATION DOES NOT REQUIRE A PURCHASE ORDER.

If there are any changes required to your quotation, please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to the terms of this quotation and of your signed agreement with Esri, if applicable. If no such agreement covers any item, then Esri's standard terms and conditions found at <http://www.esri.com/legal/software-license> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Acceptance of this quotation is limited to the terms of this quotation. State and local government entities in California or Maryland buying under the State Contract are also subject to the terms and conditions found at <http://www.esri.com/legal/supplemental-terms-and-conditions>. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD \_\_\_\_\_ plus sales tax, if applicable.

Please check one of the following:

\_\_\_\_\_ I agree to pay any applicable sales tax.

\_\_\_\_\_ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title

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Federal  
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## Contractor Information

(Vendors) How to change your company information

|              |                                              |                              |                                                          |
|--------------|----------------------------------------------|------------------------------|----------------------------------------------------------|
| Contract #:  | GS-35F-253CA                                 | Socio-Economic :             | Other than small business                                |
| Contractor:  | ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC | EPLS :                       | Contractor not found on the Excluded Parties List System |
| Address:     | 380 NEW YORK ST<br>REDLANDS, CA 92373-8118   | Govt. Point of Contact:      | Wanda T. Garnett                                         |
| Phone:       | 909-793-2853                                 | Phone:                       | 703-605-5710                                             |
| E-Mail:      | bpaszternak@esri.com                         | E-Mail:                      | wanda.garnett@gsa.gov                                    |
| Web Address: | http://www.esri.com/                         | Contract Clauses/Exceptions: | View the specifics for this contract                     |
| DUNS:        | 063134175                                    |                              |                                                          |
| NAICS:       | 511210                                       |                              |                                                          |

| Source | Title                                                                               | Contract Number | Contractor T&Cs /Pricelist | Contract End Date | Category | View Catalog |
|--------|-------------------------------------------------------------------------------------|-----------------|----------------------------|-------------------|----------|--------------|
| 70     | GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES | GS-35F-253CA    |                            | Mar 18, 2020      | 132 32   |              |
|        |                                                                                     |                 |                            |                   | 132 33   |              |
|        |                                                                                     |                 |                            |                   | 132 34   |              |
|        |                                                                                     |                 |                            |                   | 132 50   |              |
|        |                                                                                     |                 |                            |                   | 132 51   |              |

Additional Contracts held by this contractor. To view more details of a contract, click the Contract Number below.

| Source | Title                                                                               | Contract Number | Contractor T&Cs /Pricelist | Contract End Date | Category | View Catalog |
|--------|-------------------------------------------------------------------------------------|-----------------|----------------------------|-------------------|----------|--------------|
| 70     | GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES | GS-35F-5086H    |                            | Mar 10, 2018      | 132 32   |              |
|        |                                                                                     |                 |                            |                   | 132 33   |              |
|        |                                                                                     |                 |                            |                   | 132 34   |              |
|        |                                                                                     |                 |                            |                   | 132 50   |              |
|        |                                                                                     |                 |                            |                   | 132 51   |              |

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## 70--General Purpose Commercial Information Technology Equipment, Software and Services

**Solicitation Number:** FCIS-JB-980001-B

Agency: General Services Administration

Office: Federal Acquisition Service (FAS)

Location: Center for IT Schedule Operations (QTFA)

[Notice Details](#)[Packages](#)[Interested Vendors List](#)[Print](#)[Link](#)**Note:** There have been modifications to this notice. To view the most recent modification/amendment, [click here](#)

### Complete View

[Original Synopsis](#)[Combined](#)[Synopsis/Solicitation](#)

Nov 16, 2017

7:54 pm

[Changed](#)

Nov 16, 2017

7:54 pm

[Solicitation](#)[Award](#)

Nov 17, 2017

2:30 pm

[Award](#)

Nov 17, 2017

2:45 pm

[Award](#)

Nov 17, 2017

3:00 pm

[Award](#)

Nov 17, 2017

3:30 pm

[Award](#)

Nov 17, 2017

5:33 pm

[Award](#)

Nov 19, 2017

5:00 pm

[Award](#)

Nov 20, 2017

12:15 pm

[Award](#)

Nov 20, 2017

3:45 pm

[Award](#)

Nov 21, 2017

11:45 am

[Award](#)

Nov 21, 2017

1:00 pm

[Return To Opportunities List](#)[Watch This Opportunity](#)[Add Me To Interested Vendors](#)**Solicitation Number:**

FCIS-JB-980001-B

**Notice Type:**

Combined Synopsis/Solicitation

**Synopsis:**Added: Nov 16, 2017 7:54 pm Modified: Dec 07, 2017 9:30 am [Track](#)[Changes](#)

No Description Provided

Please consult the list of [document viewers](#) if you cannot open a file.

#### Solicitation 1

**Type:** Solicitation**Posted Date:** November 16, 2017<http://sws.gsa.gov/sws-search/viewSolDocument.do?met...>**Description:** 01 - Read Me First<http://sws.gsa.gov/sws-search/viewSolDocument.do?met...>**Description:** 02 - Solicitation<http://sws.gsa.gov/sws-search/viewSolDocument.do?met...>**Description:** 03 - SF1449<http://sws.gsa.gov/sws-search/viewSolDocument.do?met...>**Description:** 04 - Regulations Incorporated by Reference<http://sws.gsa.gov/sws-search/viewSolDocument.do?met...>**Description:** 05 - Past Performance Evaluation<http://sws.gsa.gov/sws-search/viewSolDocument.do?met...>**Description:** 06 - Small Business Sub Contracting Plan

### ALL FILES

[Solicitation 1](#)

Nov 16, 2017

[01 - Read Me First](#)[02 - Solicitation](#)[03 - SF1449](#)[04 - Regulations Inc...](#)[05 - Past Performanc...](#)[06 - Small Business...](#)[07 - Price Proposal...](#)[08 - Commercial Sale...](#)[09 - Executive Summa...](#)[10 - Letter of Suppl...](#)[11 - Agent Authoriza...](#)[12 - Sample Labor Ca...](#)[13 - SCLS Wage Deter...](#)[14 - Critical Inform...](#)[15 - Transactional D...](#)[All Files](#)

### GENERAL INFORMATION

**Notice Type:**

Combined Synopsis/Solicitation

**Original Posted Date:**

November 16, 2017

**Posted Date:**

November 16, 2017

**Response Date:**

-

**Original Response Date:**

-

**Archiving Policy:**

Manual Archive

**Original Archive Date:**

-

**Archive Date:**

|                                          |                                                                                                                                                                                                 |                                                                                                                       |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| <u>Award</u><br>Nov 21, 2017<br>3:00 pm  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 07 - Price Proposal Template                      | -<br>Original Set Aside:<br>N/A                                                                                       |
| <u>Award</u><br>Nov 22, 2017<br>4:45 pm  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 08 - Commercial Sales Practice Format(CSP-1)      | Set Aside:<br>N/A                                                                                                     |
| <u>Award</u><br>Nov 23, 2017<br>9:15 am  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 09 - Executive Summary                            | Classification Code:<br>70 – General purpose information<br>technology equipment                                      |
| <u>Award</u><br>Nov 23, 2017<br>9:20 am  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 10 - Letter of Supply Template                    | NAICS Code:<br>541 – Professional, Scientific, and<br>Technical Services/541512 –<br>Computer Systems Design Services |
| <u>Award</u><br>Nov 24, 2017<br>7:45 am  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 11 - Agent Authorization Letter                   |                                                                                                                       |
| <u>Award</u><br>Nov 27, 2017<br>11:30 am | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 12 - Sample Labor Category Matrix                 |                                                                                                                       |
| <u>Award</u><br>Nov 27, 2017<br>2:00 pm  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 13 - SCLS Wage Determination Index - Current      |                                                                                                                       |
| <u>Award</u><br>Nov 28, 2017<br>9:45 am  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 14 - Critical Information Specific to Schedule 70 |                                                                                                                       |
| <u>Award</u><br>Nov 28, 2017<br>4:00 pm  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: 15 - Transactional Data Reporting Election Form   |                                                                                                                       |
| <u>Award</u><br>Nov 29, 2017<br>4:45 pm  | <a href="http://sws.gsa.gov/sws-search/viewSolDocument.do?met...">http://sws.gsa.gov/sws-search/viewSolDocument.do?met...</a><br>Description: All Files                                         |                                                                                                                       |
| <u>Award</u><br>Nov 30, 2017<br>8:16 am  | Point of Contact(s):<br>Customer Service                                                                                                                                                        |                                                                                                                       |
| <u>Award</u><br>Nov 30, 2017<br>5:16 pm  | OFFICE OF IT SCHEDULE PROGRAMS, 1800 F ST. NW , WASHINGTON,<br>DC 20405                                                                                                                         |                                                                                                                       |
| <u>Award</u><br>Nov 30, 2017<br>7:01 pm  | <div>Return To Opportunities List</div> <div>Watch This Opportunity</div> <div>Add Me To Interested Vendors</div>                                                                               |                                                                                                                       |
| <u>Award</u><br>Dec 01, 2017<br>7:46 am  |                                                                                                                                                                                                 |                                                                                                                       |
| <u>Award</u><br>Dec 01, 2017<br>1:15 pm  |                                                                                                                                                                                                 |                                                                                                                       |
| <u>Award</u><br>Dec 01, 2017<br>3:15 pm  |                                                                                                                                                                                                 |                                                                                                                       |
| <u>Award</u><br>Dec 01, 2017<br>5:45 pm  |                                                                                                                                                                                                 |                                                                                                                       |
| <u>Award</u><br>Dec 04, 2017<br>11:00 am |                                                                                                                                                                                                 |                                                                                                                       |
| <u>Award</u><br>Dec 04, 2017<br>11:15 am |                                                                                                                                                                                                 |                                                                                                                       |



Award  
Dec 04, 2017  
7:15 pm

Award  
Dec 05, 2017  
4:15 pm

Award  
Dec 07, 2017  
9:30 am

[For Help: Federal Service Desk](#) [Accessibility](#)

# Solicitation Document

**Title : General Purpose Commercial Information  
Technology Equipment, Software and Services**

**Solicitation Number : FCIS-JB-980001-B**

**Refresh Number : 45**

Created on November 16, 2017

## COVER PAGE

1. **SOLICITATION REFRESH.** This is the latest version (refresh) of the Information Technology Schedule 70 Solicitation, originally issued on March 28, 1998. The Solicitation Number is FCIS-JB-980001-B. This Refresh is simply an update to the original Solicitation. The only changes, unless otherwise indicated, are updates to the provisions and clauses from the original solicitation. All amendments have been incorporated into the refreshed solicitation.

a. Be advised that any offers using earlier Refresh versions, received 30 days after the release and publication of this Refresh will be automatically rejected and returned to the Offeror. The Refresh publication/creation date can be found on the previous page.

b. **DOWNLOAD THE SOLICITATION:** <https://www.fbo.gov/spg/GSA/FSS/FCI/FCIS-JB-980001-B/listing.html>

2. **FONT SIZE.** Responses to this electronically available solicitation, AT A MINIMUM, must be in a font size no smaller than 10 CPI (characters per inch).

3. **EQUAL OFFERING.** Sales and Maintenance service must be provided to, at a MINIMUM, the 48 contiguous states, and the District of Columbia, in the same manner as it is offered to commercial customers.

4. **DEFENSE BASE ACT .**Notice to Offerors -Please be advised orders issued by DOD may include the requirement for Defense Base Act insurance as addressed in the Federal Acquisition Regulation Part 28.305. This requirement shall be addressed in a separate open- market line item on the order and the invoice. Pricing for this additional requirement will be between the contractor and the DOD ordering agency.

5. **CONTRACT PERIOD.** Contracts awarded under this standing solicitation will commence on the DATE OF AWARD and end five years from that date (unless contract is canceled/terminated or extended). Contracts awarded under this Information Technology Solicitation will have variable contract periods; i.e., contracts will be in effect for an initial period of five years from the date of award. There is a possibility to extend the contract for three optional five year periods, for a possible total contract period of 20 years. See I-FSS-163 OPTION TO EXTEND THE TERM OF THE CONTRACT (EVERGREEN).

6. **CANCELLATION AND SALES CRITERIA.** Any resultant contract may be cancelled unless reported contract sales are at least \$25,000 for the first 24 month period after initial contract award and \$25,000 for each 12-month period thereafter. See clause 552.238-73, Cancellation and I-FSS-639, Contract Sales Criteria.

**7. BEFORE SUBMITTING YOUR eOFFER:**

a. Complete the mandatory Readiness Assessment free self evaluation, available on the Vendor Support Center website at <https://vsc.gsa.gov>. From the VSC home page, click on Toolbox in the upper left corner and complete the Research, Analyze, and Decide modules.

b. Complete the free registration with System for Award Management (SAM.gov) in its entirety. The information is current, accurate, and complete, and reflects the North American Industrial Classification System (NAICS) code(s) for this solicitation. The web address for SAM is <https://www.sam.gov>. Offers will be rejected if the System for Award Management (SAM) registration has not been completed or has expired.

c. Obtain an Open Ratings report. You must provide the required Open Ratings report with the initial submission of your offer. You may go on line at [www.ppereports.com](http://www.ppereports.com) to obtain your Open Ratings report. An offer submitted without a current Open Ratings report will be rejected as non-responsive. An Open Ratings report is considered current for 1 (one) year from the date of issuance. See the Past Performance Evaluation attachment to this solicitation for additional information.

d. Offerors must submit a copy of the certificate signifying that one of its current employees who is listed in the authorized negotiator section, has completed the Pathway to Success training within the past year. Pathway to Success training is available through the Vendor Support Center website at <http://vsc.gsa.gov>. Click on the tab Training to access this free, web-based training. The training session is less than two hours total and covers the major factors your organization should consider prior to submitting an offer to GSA. NOTE: Pathway to Success training certifications will not be accepted from Consultants or Agents completing the training on behalf of their clients.

8. **SUBMISSION OF OFFER.** Information about this particular solicitation can be obtained from the issuing

office address shown herein.

a. Your offer must be submitted electronically via the e-Offer website (<http://eoffer.gsa.gov>).

b. By using the e-Offer system, submitting a signed copy of the SF1449 is NOT necessary due to the digital certificate required to submit an e-Offer. All other documents, including but not limited to Letter of Supply, Past Performance Evaluation and Subcontracting Plan requiring signature must be signed and dated before uploading to the eOffer system.

c. NOTE: CSP-1 Commercial Sales Practices form is only required with contracts that are NOT PARTICIPATING in the Transactional Data Reporting (TDR) Pilot. Complete CSP-1 Commercial Sales Practices, which is an attachment to the solicitation, in accordance with the instructions provided with the clause, in its entirety. Additionally, you must provide a copy of the Commercial Pricelist in effect during the period for which you reported commercial sales on the CSP-1 form. Failure to provide the completed CSP-1 may result in rejection of the offer as non-responsive.

d. Provide your current Commercial Price list. This is the price list you provide your commercial customers, and NOT a GSA price list or price proposal. This price list must reflect the company name and/or logo and must have an effective date. This price list should not have any reference to GSA other than to have the applicable Special Item Number (SIN) annotated by the offered items.

e. If special catalogs or price lists are printed for the purpose of this offer, such descriptive catalogs or price lists shall include a statement indicating the special catalog or price list represents a verbatim extract from the contractors commercial catalog and/or price list.

f. Provide discount information to include the basic and/or quantity/volume discount offered from your commercial pricing in accordance with Clause 552.212-70 Preparation of Offer located in the solicitation document. See the Discount Proposal Spreadsheet attachment for required information. Note regarding Manufacturers Part Numbers: Offeror must ensure the Original Equipment Manufacturer (OEM), Manufacturer Part Number or Wholesaler Number for each product proposed reflects the actual part number assigned. If the OEM, Manufacturer, or Wholesaler Part Number is submitted incorrectly or not submitted, the product offering will not be awarded.

g. If you are not the manufacturer of the product(s) you are offering, an acceptable Letter of Commitment/Supply must be provided. See Clause I-FSS-644 Dealers and Suppliers in the Basic Solicitation and the letter requirements. Failure to provide acceptable Letters of Commitment/Supply may result in rejection of the offer as non-responsive. See Letter of Supply template for required language.

h. Any products offered must comply with the Trade Agreements Act (TAA). It is the responsibility of the offeror to determine TAA compliance. When an item consists of components from various countries and the components are assembled in an additional country, the test to determine country of origin is substantial transformation (reference FAR 25.001(c)). Offerors can go to The Office of Regulations and Rulings within U.S. Customs and Border Protection, which is the Federal Agency responsible for making substantial transformation determinations. CBPs determinations or opinions are based upon tariff laws. The offeror may also request an opinion from a third party expert or make the determination himself. The internet address for the U.S. Customs and Border Protection is: <http://www.cbp.gov/>. Reference 19 CFR 177.23. Offerors should keep this in mind when completing the TAA certification section of the SAM registration. When evaluating offers, the Contracting Officer will rely solely on the representations and certifications of the offeror and will not make substantial transformation determinations.

i. In accordance with FAR 4.102(e), you must complete K-FSS-1 Authorized Negotiator if you have authorized an Agent/Consultant to act on your behalf.

j. If you are classified as other than small business (or are owned by or affiliated with a large business), your offer will be valued in excess of \$700,000 for the basic contract period. Therefore, a Small Business Subcontracting Plan MUST be submitted with your offer. See the Small Business Subcontracting Plan attachment for a sample format for the plan. Failure to provide an acceptable Subcontracting Plan (if required) may result in rejection of the offer as non-responsive.

k. Applicable only to offers ultimately bound for overseas destinations: Offer must maintain an order tracking system that permits ordering agencies to obtain the location of an order from the time the order is shipped to the

time/point of delivery and acceptance at end point of point of delivery. Offeror must also demonstrate understanding of an order bound for an international end point delivery and provide a sample electronic version of an appropriately marked label in accordance with the FED-STD-123 and MIL-STD-129 edition in effect at the date of issuance of the solicitation. Offer will not be accepted for OCONUS delivery if offer does not demonstrate a proper tracking system and a sample packaging label for international delivery.

l. Pursuant to Clause 552.238-74, Industrial Funding Fee and Sales Reporting, the IFF is a separate collection mechanism and any increase or decrease in the fee does not change the price/discount relationship established at the time of award pursuant to 552.238-75, Price Reductions. Please note there is a base (non-TDR) and an alternate (TDR) clause in this solicitation. If a vendor is participating in the TDR pilot, the alternate clause applies. If a vendor is not participating in TDR Pilot, then the base clause applies.

m. The IFF is a separate collection mechanism. The discounts and pricing you offer to the Government may not include the IFF. The IFF shall be added to the net GSA price. Discounted price divided by .9925 equals the final GSA Advantage price.

9. DIGITAL CERTIFICATES. Offerors must obtain a Level 3 Digital Authentication Certificate in order to access the eOffer system. In order to facilitate the timely processing of your offer and administration of the resultant contract, it is highly recommend that you have at least two (2) persons with digital certificates listed as Authorized Negotiators in your offer and authorized to sign, at least one of which is an employee of the offering company. For information and instructions on obtaining digital certificates, visit the eOffer website (<http://eoffer.gsa.gov>). Include a screen shot or copy of the digital certificates with your offer.

10. Vendors must submit offers through the GSA eOffer system (<http://eoffer.gsa.gov>). Please note that Digital Certificates are required when using the eOffer system. For assistance, please visit the Vendor Support Center (<http://vsc.gsa.gov>).

11. TERMS & CONDITIONS. For your convenience, the standard Terms and Conditions of each SIN have been replicated in the attachment entitled "Critical Information Specific to Schedule 70". Thoroughly read the attachment for additional critical information and requirements specific to the Schedule under which you are submitting your offer. The Offeror is still obligated to complete and return their Offered Pricing / Price List Document which includes the Terms and Conditions applicable to each SIN. These additional Terms and Conditions will be part of your awarded contract.

12. In order to fully evaluate your offer, all elements of the solicitation must be completed. You should pay close attention to the requirements noted below. Failure to provide any element of these requirements may result in rejection of your offer as substantially incomplete or insufficient to evaluate.

a. The [www.acquisition.gov](http://www.acquisition.gov) site links you to all sites prospective Offerors might need (SAM, e-SRS, FedBizOpps).

13. In an effort to raise the standards for the GSA Multiple Award Schedules to ensure the customer agencies and the MAS contractors receiving and providing services that are in the best interest of Government, the following language has been incorporated into the solicitations:

a. AbilityOne Language

Offeror must be an authorized AbilityOne distributor by the Committee for Purchase from People Who Are Blind or Severely Disabled. Contractor shall meet the AbilityOne Exclusivity Requirement by blocking orders of commercial products that are identified as being identical to or Essentially the SAME (ETS) as AbilityOne offered products. Please note: An authorized AbilityOne distributor is discretionary not mandatory. Offerors are not required to be an authorized AbilityOne distributor in order to be a Schedule 70 vendor.

b. Manufacturers Part Number

Offeror must ensure the Original Equipment Manufacturer (OEM), Manufacturer Part Number or Wholesaler Number for each product proposed reflects the actual part number assigned. If the OEM, Manufacturer, or Wholesaler Part Number is submitted incorrectly or not submitted, the product offering will not be awarded.

c. Frustrated Freight

Applicable only to offers ultimately bound for overseas destinations: Offer must maintain an order tracking system that permits ordering agencies to obtain the location of an order from the time the order is shipped to the time/point of delivery and acceptance at end point of point of delivery.

Offeror must also demonstrate understanding of an order bound for an international end point delivery and provide a sample electronic version of an appropriately marked label in accordance with the FED-STD-123 and MIL-STD-129 edition in effect at the date of issuance of the solicitation.

Offer will not be accepted for OCONUS delivery if offer does not demonstrate a proper tracking system and a sample packaging label for international delivery.

d. Full Products and Broad Services Offerings

Offeror must provide a full and broad offering on services and/or products. Offers will not be accepted with only limited item/offering (product, labor category, training course, or fixed-price service) unless it represents a total solution for the Special Item Numbers (SINs).

e. Fair and Reasonable Pricing

To determine fair and reasonable pricing, the GSA Contracting Officer may consider many factors, including pricing on competitor contracts, historical pricing, and currently available pricing in other venues. Offers which provide Most Favored Customer pricing, but which are not highly competitive will not be found fair and reasonable and will not be accepted.

14. INCORPORATED BY REFERENCE (IBR). Many of the provisions and clauses cited in this solicitation are incorporated by reference to the appropriate section of the Federal Acquisition Regulation (FAR) or the General Services Administration Acquisition Manual (GSAM). A review of these clauses and provisions will be necessary for you to understand all aspects of the solicitation. The full text of any FAR and GSAM clauses which are incorporated by reference in this solicitation may be found in the electronic file titled 'Regulations Incorporated by Reference', or they can be accessed at the following URLs:

FAR: <https://www.acquisition.gov/far/>

GSAM: <https://www.acquisition.gov/gsam/gsam.html>

15. Copies of FAR may be purchased from:

Superintendent of Documents  
Government Printing Office (GPO)  
Washington, DC 20402

16. RECEIPT OF OFFERS/SCHEDULE CONTRACT PERIOD. This standing solicitation will remain in effect until replaced by an updated solicitation. There will be no closing date for receipt of offers. Therefore, offers may be submitted for consideration at any time. See A-FSS-11 CONSIDERATION OF OFFERS UNDER STANDING SOLICITATION.

17. SOLICITATION FORMAT/CONTENTS. This solicitation has been prepared in accordance with FAR Part 12, Acquisition of Commercial Items, which implements Title VIII of the Federal Acquisition Streamlining Act (FASA) of 1994 (Public Law 103-355), the Clinger-Cohen Act of 1996 (Public Law 104-106), and the final rule, published as General Services Administration Acquisition Regulation (GSAR) Change 76, regarding commercial item acquisitions under the Multiple Award Schedules Program. The contract format and data requirements in this solicitation differ somewhat from previous solicitations. Offerors are strongly advised to carefully review the entire solicitation document.

18. INTERNET PROTOCOL VERSION 6 (IPv6). All Information Technology offers at the time of submission dealing with Internet Protocol (IP) are self certifying offerings as Internet Protocol Version 6 (IPv6) compliant.

19. MANDATORY ACCEPTANCE OF CREDIT CARD. Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Contractors are encouraged to accept credit cards for orders above the micro-purchase threshold. See GSAR 552.232-79 PAYMENT BY CREDIT CARD, VARIATION.

20. PAST PERFORMANCE. In order to assist the Government in assessing an Offeror's past performance, each company responding to this solicitation will be required to have Dun & Bradstreet (D&B) c/o Open Ratings, a strategic partner with D&B, complete a Past Performance Evaluation Report on that firm. For companies with less than two-years of corporate experience: the Past Performance Evaluation Report may include customer

references and feedback from the key personnel's past performance. The request must be made prior to the submission of a proposal. Each Offeror must submit, with its proposal, a completed copy of the past performance evaluation form sent, by the Offeror, to Open Ratings. Any charges associated with the Past Performance Evaluation Report will be paid by the Offeror. SEE PAST PERFORMANCE EVALUATION.

21. FINANCIAL RESPONSIBILITY DETERMINATION. Please be aware that a financial responsibility determination will be completed on your firm. Please ensure that your Dun and Bradstreet information is up to date. Financial documentation (Income Statement and Balance Sheet) from your firms last 2 fiscal years must be submitted (if applicable; see Critical Information Specific to Schedule 70).

22. PROFESSIONAL SERVICE. If offering professional services ( as defined by 29 CFR 541) (SINs 132-51 and/or 132-60f and/or 132-56, 132-45A, 132-45B, 132-45C, 132-45D and/or 132-41). Offeror shall submit a Professional Compensation Plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract in accordance with Clause 52.222-46 Evaluation of Compensation for Professional Employee. Individual compensation disclosure is not required. Only one Professional Compensation plan is required for a vendor per schedule contract and not with each SIN offering professional services. Submission of general compensation practices often printed in an employee handbook is sufficient. PLEASE REFER to SCP-FSS-004 General Proposal Submission Instructions for additional guidance.

23. COOPERATIVE PURCHASING. Section 211 of the E-Government Act of 2002 amended the Federal Property and Administrative Services Act to allow for cooperative purchasing. Cooperative Purchasing authorizes State and local government entities to purchase Information Technology (IT) supplies/products and services from the GSA IT Schedule 70 and the Consolidated Schedule contracts containing Information Technology (IT) Special Item Numbers (SINs).

a. State and local government entities means: the states of the United States, counties, municipalities, cities, towns, townships, tribal governments, public authorities (including public or Indian housing agencies under the United States Housing Act of 1937), school districts, colleges and other institutions of higher education, council of governments (incorporated or not), regional or interstate government entities, or any agency or instrumentality of the preceding entities (including any local educational agency or institution of higher education), and including legislative and judicial departments. The Final Rule regarding Cooperative Purchasing was issued in the Federal Register on May 18, 2004, and was incorporated via Refresh 14.

b. When submitting an Offer, please INDICATE IN YOUR COVER LETTER, which Special Item Numbers (SINs) are to include COOPERATIVE PURCHASING.

24. DISASTER RECOVERY. This provides for state and local governments to use GSA's schedules for Disaster Recovery as provided for in Section 833 of the National Defense Authorization Act of Fiscal Year 2007, commonly known as the John Warner National Defense Authorization Act (P.L. 109-364). Specifically, it authorizes the use of Federal Supply Schedules by state and local governments to facilitate recovery from major disaster, terrorism, nuclear, biological, chemical, or radiological attacks. The disaster must be declared by the President under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.)

NOTE: If the Offeror chooses to participate in Disaster Recovery (GSAR 552.238-80), the program then applies to ALL SINs listed under the offer. Please respond to the Disaster Recovery option when submitting your offer.

25. 00CORP - CONSOLIDATED SCHEDULE (Formerly Corporate Contracts Schedule). The Consolidated Schedule adds value by simultaneously reducing administrative costs, shortening lead times and ensuring quality services and related supplies. This Schedule covers a broad spectrum of services for various functional domains, including engineering, information technology, logistics, and management/organizational business improvement services.

This Schedule is a tool for federal agencies to issue task orders to a single company to perform a requirement that includes services falling within the scope of several individual Schedules. If you feel that your company would better benefit from a Consolidated Schedule, please submit your offer under 00CORP - CONSOLIDATED SCHEDULE (Formerly Corporate Contracts Schedule) instead of Schedule 70.

26. DANGER PAY. Contractor personnel may be required to perform services in areas designated by the Department of State as Danger Pay or Hardship Posts for a variety of reasons, including contingency operations, humanitarian or peacekeeping operations, military exercises and/or operations, or diplomatic missions. The Department of State Standardized Regulations (DSSR) provides for additional compensation for

service in foreign locations where conditions of environment differ substantially from conditions of environment in the continental U.S. that additional compensation is warranted and necessary as a recruitment or retention incentive.

Danger Pay and Hardship Post differential rates must be negotiated at the MAS contract level. The Contractor may request these rates upon award or via contract modification any time after award. Applicable SINs under Schedule contracts may include a Danger Pay or Hardship Post differential. If it is included, it is a rate differential. The Ordering Agency Contracting Officer has the authority to determine whether or not it is appropriate for an individual order. For more information on Danger Pay, please see the Department of State's website: <http://www.state.gov>.

**27. FOREIGN VENDORS.** Offerors from foreign countries are obligated to the same rules and regulations as domestic offerors, however there are some minor differences. The requirements for Foreign Vendors include but are not limited to the items listed below. The list is simply an aid and may not be complete. Additional documentation or certifications may be required by the Contracting Officer at anytime.

**Foreign Vendors:**

- Must submit a Small Business Plan only if the offeror has physical offices located with the United States.
- Are still obligated to obtain a DUNS #
- Must submit all prices in US Dollars
- Must perform the currency conversion at the time the order is placed
- Be TAA compliant

Please read the entire Solicitation for the full list of requirements for Foreign Vendors.

If you are a Foreign Company trying to do business with the General Services Administration using eOffer/eMod and need a digital certificate, follow the instructions below:

Complete the application on the <http://aces.orc.com/> site for a "Aces Business Representative Certificate". Complete the Aces Business Representative application. The form does not currently accept foreign addresses, so in the field for the address put Virginia, 22030, United States. In the text box below put the actual foreign address. Submit the form and print the documents to be notarized. Then have the form notarized through one of the following methods:

Go to a US Embassy and have the documents notarized.

If they are in the US they can go to any notary, or they can go to the ORC office and have the documents reviewed.

If they have questions and need to speak to someone at ORC, they can use the number below or email them.

The ORC ACES Customer Service Team

[aceshelp@orc.com](mailto:aceshelp@orc.com)

(888) 816-5503

They need to tell the person they are speaking with that they need a ACES Business Representative Certificate and that they are a foreign company.

**28. FEDERAL ASSETS SALES.** An executive agency may sell personal property (including on behalf of another agency when so requested) only if it is a designated Sales Center (SC), or if the agency has received a waiver from the eFAS Planning Office. An SC may engage contractor support to sell personal property. Only a duly authorized agency official may execute the sale award documents and bind the United States. CITATION: Code of Federal Regulations 41CFR102-38.40.

**29. PROPOSED ECONOMIC PRICE ADJUSTMENT (EPA) MECHANISM.** EPA is described in detail in Clauses I-FSS-969 and 552.216-70. Please note there is a base (non-TDR) and an alternate (TDR) clause in this solicitation. If a vendor is participating in the TDR pilot, the alternate clause applies. If a vendor is not participating in TDR Pilot, then the base clause applies.

**30. GSA ADVANTAGE.** An electronic information and ordering system, known as GSA Advantage! encompasses all of the products and services under this schedule (I-FSS-597). Contractors are required to display product, service and pricing information on GSA Advantage! within 6 months after the contract award.

**31. RE-REPRESENTATION OF SIZE STATUS FOR OPTION PERIODS.** Prior to the time the Contracting



Officer exercises an option, the Contractor will be required to re-represent business size status and 8(a) program eligibility to the Contracting Officer. Refer to Clause 52.219-28 (JUN 2007).

**32. ADVISORY ASSISTANCE SERVICES.** Offerors are advised that nongovernment consultants may assist the Government during the Government's evaluation of proposals. These persons shall be authorized access to only those portions of the proposal data and discussions that are necessary to enable them to provide specific technical advice on specialized matters or on particular problems. They shall be expressly prohibited from scoring, ranking, or recommending the selection of a source. All nongovernment consultants have signed a Non-Disclosure Agreement. Each nongovernment consultant has expressly agreed to maintain the confidentiality of all documents, data and other information provided, obtained, or accessed from the General Services Administration (GSA) and among other attestations, agreed to the following:

- (a) The contractor assumes full responsibility for and guarantees the security and confidentiality of all documents, data, and other information supplied or gleaned from GSA; and
- (b) The contractor will prevent any person from disclosing the contents or description of documents, data, or information, including proprietary information maintained by the Government to any person not authorized by GSA or to have access to such documents or information.

**33. SECTION 508 COMPLIANCE.** Section 508 is a part of the Rehabilitation Act of 1973 which requires that electronic and information technology (EIT) developed, procured, maintained, or used by the Federal government be accessible to people with disabilities. On August 7, 1998, the President signed into law the Workforce Investment Act of 1998, which includes the Rehabilitation Act Amendments of 1998. Section 508 was originally added to the Rehabilitation Act in 1986; the 1998 amendments significantly expand and strengthen the technology access requirements in Section 508.

Section 508 requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, they shall ensure that the electronic and information technology allows Federal employees with disabilities to have access to and use of information and data that is comparable to the access to and use of information and data by Federal employees who are not individuals with disabilities, unless an undue burden would be imposed on the agency. Section 508 also requires that individuals with disabilities, who are members of the public seeking information or services from a Federal agency, have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on the agency.

Offerors are required to self-certify that their products or services are in compliance with Section 508 technical standards. Therefore, the offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). The purpose of the VPAT is to assist Federal contracting officials and other buyers in making preliminary assessments regarding the availability of commercial EIT products and services with features that support accessibility.

The Offeror must comply with all required Federal or agency standards as specified in the scope of Work for each Task Order. Section 508, the Federal Information Technology Accessibility Initiative (36 CFR 1194), is incorporated into and made a part of this solicitation. Compliance with the applicable Section 508 standards is a material requirement of this solicitation.

All EIT deliverables resulting from task orders placed against this solicitation, inclusive of electronic documents, must meet all minimum accessibility requirements as well as Section 508 technical standards at a minimum. The offeror must reference the Section 508 technical standards below as a resource for meeting compliance of deliverables:

- 1194.21 Software applications and operating systems
- 1194.22 Web-based Intranet and Internet Information and Applications
- 1194.23 Telecommunications Products
- 1194.24 Video and multimedia products
- 1194.25 Self contained, closed products
- 1194.26 Desktop and portable computers
- 1194.31 Functional Performance Criteria
- 1194.41 Information, Documentation and Support
- World Wide Web Consortium (W3C) [www.w3c.org](http://www.w3c.org)

**34. SUBMISSION OF MODIFICATIONS.** Vendors must submit their modifications to current contracts using the

eOffer/eMod system (<http://eoffer.gsa.gov/>). Please note that Digital Certificates are required when using the eOffer/eMod system. For technical issues or concerns with the eMod system, please send an email to [eoffer@gsa.gov](mailto:eoffer@gsa.gov).

### 35. Points of Contact

For general questions regarding MAS IT Schedule 70 Contracting:

Customer Service  
GSA Technology Solutions  
24 hours a day, Mon - Fri  
(855) ITaid4U (482-4348)  
[ITCSC@gsa.gov](mailto:ITCSC@gsa.gov)

For questions regarding eOffer submission or Certifications:

Vendor Support Center  
visit [www.gsa.gov/vsc](http://www.gsa.gov/vsc).  
Phone: 1-877-495-4849

For general questions regarding HSPD 12:

Email: [hspd12@gsa.gov](mailto:hspd12@gsa.gov)  
Phone: 1-703-605-2727

For general questions regarding COMSATCOM:

Email: [fasnetworkservice@gsa.gov](mailto:fasnetworkservice@gsa.gov)  
Phone: 1-877-387-2001

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## Begin Regulation

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### CP-FSS-1-C (MAY 2000)

Solicitation No. FCIS-JB-980001-B Refresh 45

#### WORLDWIDE FEDERAL SUPPLY SCHEDULE CONTRACT FOR

(a) FSC GROUP Class 70 PART Not Applicable SECTION Not Applicable

COMMODITY: Information Technology Supplies

FSC CLASS(ES)/PRODUCT CODE(S): 7010

(b) STANDARD INDUSTRY GROUP: 70

SERVICE: Information Technology Professional Services

SERVICE CODE(S): D302

ANY INFORMATION THAT MAY BE DESIRED ON THIS PARTICULAR SOLICITATION  
CAN BE OBTAINED FROM THE ISSUING OFFICE ADDRESS SHOWN HEREIN.

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## Begin Regulation

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### CP-FSS-19 PRICING (DEC 1998)

Offerors are advised that separate pricing may be submitted for different countries if separate pricing is consistent with the offeror's commercial sales practice.

Note: Regulation CP-FSS-19

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Begin Regulation

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**CP-FSS-2 SIGNIFICANT CHANGES (OCT 1988)**

The attention of offeror is invited to the following changes made since the issuance of the last solicitation for the supplies/services covered herein:

**The deleted regulations(s) from previous refresh are listed below**

| Number     | Title                                                                         | Clause/Provision |
|------------|-------------------------------------------------------------------------------|------------------|
| 552.211-15 | DEFENSE PRIORITIES AND<br>ALLOCATIONS SYSTEM<br>REQUIREMENTS (SEP 2004)       | Clause           |
| 52.219-9   | SMALL BUSINESS<br>SUBCONTRACTING PLAN (JAN 2017)<br>(ALTERNATE II - NOV 2016) | Clause           |

**The added regulation(s) in new refresh are listed below**

| Number   | Title                                                   | Clause/Provision |
|----------|---------------------------------------------------------|------------------|
| 52.219-9 | SMALL BUSINESS<br>SUBCONTRACTING PLAN (JAN 2017)        | Clause           |
| 52.242-5 | PAYMENTS TO SMALL BUSINESS<br>SUBCONTRACTORS (JAN 2017) | Clause           |

**The updated regulation(s) in new refresh are listed below**

| Number   | Title                                                                                                                                                   | Clause/Provision |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 52.212-5 | CONTRACT TERMS AND<br>CONDITIONS REQUIRED TO<br>IMPLEMENT STATUTES OR<br>EXECUTIVE ORDERS - COMMERCIAL<br>ITEMS (NOV 2017) (ALTERNATE II -<br>NOV 2017) | Clause           |
| 52.212-3 | OFFEROR REPRESENTATIONS AND<br>CERTIFICATIONS - COMMERCIAL<br>ITEMS (NOV 2017)                                                                          | Provision        |

**The added SINS in new refresh are listed below**

| SIN # | SIN Title | Total Sales in \$ |
|-------|-----------|-------------------|
|-------|-----------|-------------------|

**The deleted SINS in new refresh are listed below**

| SIN # | SIN Title | Total Sales in \$ |
|-------|-----------|-------------------|
|-------|-----------|-------------------|

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Begin Regulation

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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Procurement and Contracts

**FROM:** Sandra Wright, Purchasing Agent

**SUBJECT:** Council is asked to approve the Purchase of four (4) Compact Hybrid Vehicles for the Customer Care Center, as requested by the Fleet Services Division. Award to Galeana Chrysler Jeep, using the Future Ordering Agreement in the amount of \$99,488.00. This vendor is located in Columbia, SC.

**REQUISITION NO.:** R186569

**FINANCIAL IMPACT:** Funding source: Customer Service-Auto, Trucks, Heavy Equipment Capital. 5511407-658500. The original budgeted amount is \$99,488.00

**ORIGINAL BUDGET:** \$99,488.00

**CLEAN WATER 2020?:** No

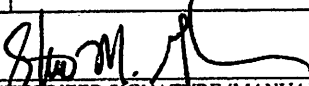
**STRATEGIC GOALS:** Foster a healthy quality of life

One (1) vendor response was received for BID 026-17-18-BTR Compact Hybrid Vehicles. Galeana Chrysler Jeep was the lowest responsive and responsible bidder.

| Qty | Description | Unit Price  | Extended Amount | Request Total      |
|-----|-------------|-------------|-----------------|--------------------|
| 4   | Unit Cost   | \$24,372.00 | \$97,488.00     |                    |
|     | Sales Tax   | \$500.00    | \$2,000.00      |                    |
|     |             |             |                 | <b>\$99,488.00</b> |

**ATTACHMENTS:**

- **#a:** Bid information and optional future ordering agreement (PDF)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Submit Responses Online using the City of<br/>Columbia's online bidding system,<br/>eBidcolumbiasc<br/>Phone Number: (803)545-3470</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | <b>CITY OF COLUMBIA<br/>INVITATION TO BID<br/>BIDDER ACKNOWLEDGEMENT</b>                                                                                                                                                                                                                                                                                                                                                           |  |
| <b>Date: October 30, 2017</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b>Bids will be opened at 11:00 A.M. on<br/>11/13/2017 and may not be withdrawn within<br/>60 days after such date and time.</b>                                                                                                                                                                                                                                                                                                   |  |
| <b>Bid Title: Compact Hybrid Vehicles</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  | <b>Reason For No<br/>Bid:</b>                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| <b>Vendor Name: Galeana Kia</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <b>Vendor Mailing Address: 180 Greystone Blvd.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <b>City-State-Zip: Columbia, SC 29210</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <b>Telephone No: 803-779-7300</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <b>Fax No: 803-461-7733</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of the bid and certify that I am authorized to submit this bid. In submitting a bid to an agency of the City of Columbia, the bidder offers and agrees that if the bid is accepted, the bidder will convey, sell, assign or transfer to the City of Columbia all rights, title, interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of South Carolina for price fixing relating to the particular commodities or services purchased or acquired by the City of Columbia. At the discretion of the City of Columbia, such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the bidder.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  | <div style="text-align: center;"> <br/>       AUTHORIZED SIGNATURE (MANUAL)     </div> <div style="text-align: center; margin-top: 10px;">       Steven M. Graham<br/>       AUTHORIZED SIGNATURE/TITLE (TYPED)     </div> <div style="text-align: center; margin-top: 10px;">       KIASALES@GALEANASC.COM<br/>       E-MAIL ADDRESS     </div> |  |
| <b>General Conditions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| <p>Electronic Bids: All bids must be submitted using the eBidcolumbiasc System. Bids not submitted on the eBidcolumbiasc system may be rejected. All bids are subject to the conditions specified herein. Those which do not comply with these conditions are subject to rejection.</p> <ol style="list-style-type: none"> <li>1. EXECUTION OF BID: Bid must be submitted online by an authorized representative.</li> <li>2. NO BID: If not submitting a bid, respond by indicating no-bid using eBidcolumbiasc and explain the reason in the space provided for comments.</li> <li>3. BID OPENING: Shall be public on the date and at the hour specified on the bid. It is the bidder's responsibility to assure that his bid is submitted. Bids which for any reason are not so submitted may not be considered. Offers by telegram or telephone are not acceptable. A bid may not be altered after the opening of the bids. NOTE: Bid tabulation will be posted online under the tabulations section of eBidcolumbiasc. Bid tabulations will not be provided by telephone.</li> <li>4. PRICES, TERMS, &amp; PAYMENT: Firm prices shall be bid and shall include all packing, handling and shipping or delivery charges.         <ol style="list-style-type: none"> <li>A. Discounts: Bidders may offer a cash discount for prompt payment. However, such discounts shall not be considered in determining the lowest net cost for bid evaluation purposes. Discount time will be computed from the date of satisfactory delivery at place of acceptance or from receipt of correct invoice at the office specified, whichever is later.</li> <li>B. Mistakes: Bidders are expected to examine the specifications, delivery schedule, bid prices and all instructions pertaining to supplies and services. Failure to do so will be at bidder's risk. In case of mistake in extension, the unit price will govern.</li> <li>C. Condition &amp; Packaging: It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current model at the time of this bid). All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.</li> <li>D. Safety Standards: Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupational Safety and Health Act, and any standards there under, as well as bearing Underwriters Laboratories labels where appropriate.</li> <li>E. Invoicing &amp; Payment: The contractor shall be paid upon submission of properly certified invoices to the City of Columbia Accounting Division, P.O. Box 147, Columbia, S.C. 29217. At the prices stipulated on the contract at the time the order is placed, after delivery and acceptance of goods, less deductions if any, as provided, invoices shall contain the Contract Number and Purchase Order Number. The City of Columbia will not pay invoices submitted from a third party. Invoices shall be submitted by the company shown on the Purchase Order.</li> </ol> </li> <li>5. MANUFACTURER'S NAME &amp; APPROVED EQUIVALENTS: Any manufactures names, trade names, brand names, information and/or catalogue numbers listed in a specification are for information and are not intended to limit competition. The bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specification for any item(s). If bids are based on equivalent products, indicate on the bid form the manufacturer's name and number. Bidder shall submit with his bid, cuts, sketches and descriptive literature and/or complete specifications. Reference to literature submitted with a previous bid will not satisfy this provision. The bidder shall also explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. The City of Columbia reserves the right to determine acceptance of item(s) as an approved equivalent. Bids, which do not comply with these requirements, are subject to rejection. Bids lacking any written indication of intent to bid an alternate brand will be received and considered in complete compliance with the specifications as listed on the bid form. The Department of Procurement &amp; Contracts is to be notified of any proposed changes in (a) materials used, (b) manufacturing process, or (c) construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City Purchasing Agent.</li> </ol> |  |                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |

**Bid No: 026-17-18-BTR Compact Hybrid Vehicles**

Page No: 2

**General Conditions Continued**

6. **INTERPRETATIONS:** Any questions concerning conditions and specifications shall be directed in writing to this office for receipt no later than ten (10) days prior to the bid opening. Inquiries must reference the date of bid opening and bid number. No interpretation shall be considered binding unless provided in writing by the City of Columbia in response to requests in full compliance with this provision.

7. **CONFLICT OF INTEREST:** All bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of the City of Columbia or any of its agencies. Further, all bidders must disclose the name of any City employee who owns directly or indirectly, an interest of five percent (5%) or more in the bidder's firm or any of its branches.

8. **AWARDS:** As the best interest of the City may require, the right is reserved to make award(s) by individual item, group of items, all or none, or a combination thereof; on a geographical district basis and/or on a statewide basis with one or more suppliers; to reject any and all bids or waive any minor irregularity or technicality in bids received. When it is determined that there is no competition to the lowest responsible bidder, evaluation of other bids is not required. Bidders are cautioned to make no assumptions unless their bid has been evaluated as being responsive.

9. **SERVICE & WARRANTY:** Unless otherwise specified, the bidder shall define any warranty service and replacements that will be provided during and subsequent to this contract. Bidders must explain on an attached sheet to what extent warranty and service facilities are provided.

10. **SAMPLES:** Samples of items, when called for, must be furnished free of expense, and if not destroyed, may upon request, be returned at the bidder's expense. Each individual sample must be labeled with bidder's name, manufacturer's brand name and number, bid number, and item reference. Samples of successful bidder's item(s) may remain on file with the Department of Procurement & Contracts for the term of the contract. Request for return of samples shall be accompanied by instructions, which include shipping authorization and name of carrier, and must be received within ninety (90) days after bid opening date. If instructions are not received within this time, the commodities shall be disposed of by the City of Columbia.

11. **NON-CONFORMANCE TO CONTRACT CONDITIONS.** Item(s) may be tested for compliance with specifications under the direction of the Department of Procurement & Contracts, or by other appropriate testing laboratories. The data derived from any tests for compliance with specifications are public record and open, to examination. Items delivered not conforming to specifications may be rejected and returned at vendor's expense. These items and items not delivered as per delivery date in bid and/or purchase order may result in bidder being found in default, in which event any and all re-procurement costs may be charged against the defaulting contractor. Any violation of these stipulations may also result in:

- A. Suppliers name being removed from the Department of Procurement & Contracts' vendor mailing list.
- B. All City divisions being advised not to do business with the supplier without written approval from the Department of Procurement & Contracts until such time as the supplier reimburses the City for all reprocurement and cover costs.

12. **INSPECTION, ACCEPTANCE & TITLE:** Inspection and acceptance will be at destination unless otherwise provided. Title and risk of loss or damage to all items shall be the responsibility of the contract supplier until accepted by the ordering agency unless loss or damage results from negligence by the ordering agency. The contract supplier shall be responsible for filing, processing and collecting all damage claims. However, to assist him in the expeditious handling of damage claims, the ordering agency will:

- A. Record any evidence of visible damage on all copies of the delivering carrier's Bill of Lading.
- B. Report damage (Visible and Concealed) to the carrier and contract supplier, confirming such reports, in writing, within 15 days of delivery, requesting that the carrier inspect the damaged merchandise.
- C. Retain the item and its shipping container, including inner packing material, until inspection is performed by the carrier, and disposition given by the contract supplier.
- D. Provide the contract supplier with a copy of the carrier's Bill of Lading and damage inspection report.

13. **PATENTS & ROYALTIES:** The bidder, without exception, shall indemnify and hold harmless the City of Columbia and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process or article manufactured or used in the performance of the contract, including its use by the City of Columbia. If the bidder uses any design, device or materials covered by letters, copyright or patent, it is mutually agreed and understood without exception that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in anyway involved in the work.

14. **PRICE ADJUSTMENTS:** Any price decrease effectuated during the contract period by reason of market change shall be passed on to the City of Columbia. This shall also apply to all in-place equipment or rent or lease plans.

15. **CANCELLATION:** This contract, for the protection of both parties, may be cancelled in whole or in part by either party by giving thirty (30) days prior notice in writing to the other party.

16. **RENEWAL:** The Department of Procurement & Contracts reserves the option to renew the period of this contract, or any portion thereof, for an additional contract period. Renewal of the contract period shall be by mutual agreement in writing.

17. **LIABILITY:** The supplier shall hold and save the City of Columbia, its officers, agents and employees harmless against the claims by third parties resulting from the supplier's breach of this contract or the supplier's negligence.

18. **FACILITIES:** The City reserves the right to inspect the bidder's facilities at any reasonable time with prior notice.

19. **LITERATURE & PRICE LIST:** The successful bidder must provide a copy of any product literature and price list in excellent quality.

20. **LICENSES AND PERMITS:** It shall be the responsibility of the successful bidder to secure any applicable licenses or permits necessary to do business in the City of Columbia.

21. Upon award to the vendor by the appropriate authority, the terms and conditions contained in the invitation to bid and any attached specifications or other documents attached thereto shall become the contract between the City of Columbia and the vendor.

**Bid No: 026-17-18-BTR Compact Hybrid Vehicles****Page No: 3**

22. Should funds not be appropriated by Columbia City Council during any of its fiscal years necessary to pay the City's monetary obligations under the contract, this contract shall immediately terminate, without further obligation by the City of Columbia.

23. If this invitation to bid is for professional services to be rendered by the vendor, the Addendum to the Invitation for Bids for Professional Services shall apply as if fully set forth herein verbatim.

24. Protested solicitations and awards.

(a) Right to protest. Any actual or prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation or award of a contract may protest to the appropriate procurement officer. The protest, setting forth the grievance, shall be submitted in writing within five (5) days after such, aggrieved persons know or should have known of the facts giving rise thereto, but in no circumstance after 10 days of notification of award of contract.

(b) Authority to resolve protests: The appropriate procurement officer shall have authority, prior to the commencement of an administrative review, as provided in this article, to settle and resolve a protest of an aggrieved bidder, offeror, contractor or subcontractor, actual or prospective, concerning the solicitation or award of a contract. This authority shall be utilized in a manner consistent with regulations or laws governing the procurement of supplies, services and construction for the city.

(c) Decision. If the protest is not resolved by mutual agreement, the appropriate procurement officer shall promptly issue a decision in writing within 10 days. The decision shall state the reasons for the action taken.

(d) Notice of decision. A copy of the decision under subsection (c) of this section shall be mailed or otherwise furnished immediately to the protestant and any other party intervening.

(e) Finality of decision. A decision under subsection (c) of this section shall be final and conclusive, unless fraudulent, or unless any person adversely affected by the decision requests a review in writing, setting forth the grievance, to the city manager within 10 days of the decision. The protestant may also request an interview with the city manager.

(f) Request for review. The request for a review shall not stay the contract unless fraudulent.

**SC ILLEGAL IMMIGRATION REFORM ACT**

Chapter 14 of Title 8 of the SC Code of Laws (July 2008). By signing this offer, you certify that you will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the City of Columbia upon request any documentation required to established either: (a) that Title 8, Chapter 14 is inapplicable both to you and your subcontractors or sub-contractor; or (b) that you and your subcontractors or sub-contractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with their sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14.

An overview is available at [www.columbiasc.net/purchasing](http://www.columbiasc.net/purchasing)

**LOCAL BUSINESS ENTERPRISE PREFERENCE POLICY**

Resolution R-2010-066 adopted and incorporated Local Business Enterprise Preference Policy into the City Procurement Regulations. Whereas, the City of Columbia has a significant interest in encouraging the creation of employment opportunities for residents and businesses located within the Columbia-Orangeburg-Newberry Combined Statistical area ("CSA"). It is in the interest of the City of Columbia to give preference on eligible local projects to local business enterprises having a moderate degree of employment interchange within the CSA. To claim local vendor preference you must complete the Local Business Enterprise Qualification Statement and upload it with your bid using eBidcolumbiasc. The Combined Statistical Area includes: Calhoun, Fairfield, Kershaw, Lexington, Newberry, Orangeburg, Richland, and Saluda.

An overview is available at [www.columbiasc.net/purchasing](http://www.columbiasc.net/purchasing)

**Bid No: 026-17-18-BTR Compact Hybrid Vehicles**

Page No: 4

**DEPARTMENT OF PROCUREMENT AND CONTRACTS**  
**1800 MAIN STREET, 2<sup>nd</sup> Floor**  
**COLUMBIA, S.C. 29201**

**INVITATION FOR BID (IFB)**

Sealed bids for **Compact Hybrid Vehicles** are subject to the conditions, and all provisions, etc., set forth herein and attached, will be received electronically using eBidcolumbiasc until 11:00 A.M, November 13, 2017 then publicly opened and read. The commodities and/or services must be furnished as described and specified, delivered to Fleet Services, 2910 Colonial Drive, Columbia, SC 29203. Vehicles must be delivered no later than 60 days from the time the purchase order is issued.

**All prices bid must include all costs of transportation to the required destination.**

Bid No. **026-17-18-BTR**

By: *Benjamin T. Radin*, Buyer  
 Benjamin T. Radin

| QUANTITIES/COMMODITIES,<br>OR SERVICES | UNIT PRICE<br>DOLLAR CENTS* |
|----------------------------------------|-----------------------------|
| Twelve (12) Compact Hybrid Vehicles    | \$ <u>24372</u> *           |

\*Price is to be entered onto eBidcolumbiasc. **DO NOT** include the sales tax in the price.

**Award will be made the lowest responsive and responsible bidder.**

**Tentative Schedule of Events**

|                                   |                                 |
|-----------------------------------|---------------------------------|
| Invitation to Bid issued          | October 30, 2017 at 5:00 P.M.   |
| Last Day for Questions            | November 6, 2017 at 12:00 P.M.  |
| Invitation to Bid Opening         | November 13, 2017 at 11:00 A.M. |
| Intent to Award (Tentative)       | November 23, 2017               |
| City Council Approval (Tentative) | December 19, 2017               |

**Note:**

1. In addition to submitting a bid response to eBidcolumbiasc, vendor will also attach to eBidcolumbiasc pages 1, 4, 6-8, 10-11 and 15 of bid package as well as all literature and vehicle specifications before bid opening.
2. Questions must be submitted to <https://columbiasc.ionwave.net/Login.aspx>. Using eBidcolumbiasc, the user must be logged in, select the solicitation, click "Question" and "Ask Question." The deadline for additional information and questions is November 6, 2017 by 12:00 P.M. (EST). The City will not accept telephone calls or visits regarding this IFB. No interpretation shall be binding unless in writing from the City of Columbia.



**Bid No: 026-17-18-BTR Compact Hybrid Vehicles**

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**3. Elaboration and Clarification**

If you make assumptions about the meaning or accuracy of information contained herein, you should state the assumptions in your submission. If you do not ask questions or clarify any assumptions, the City will assume that you agree with and understand the requirements in the IFB. Any exceptions to the terms, conditions, provisions, and requirements delineated in the submission must be specifically noted and explained by the Vendor and must be submitted by November 6, 2017 by 12:00 P.M. (EST). No interpretation shall be binding unless in writing from the City of Columbia. The City will assume that any vendor that responds to this IFB accepts all of the IFB terms, conditions and requirements.

**4. Discussions**

No questions may be directed to or contacts made with the Mayor, other members of City Council, the City Manager, and other City Staff not identified in this IFB as points of contacts during the period of time that this IFB is made public until the final selection is made, except as otherwise provided for herein. Violation of this prohibition may disqualify the bidder from further consideration.

**5. All bids (pricing) must be submitted online.****6. Local Business Enterprise (LBE) Preference Program shall apply for this procurement. Please see pages 12-15 for further information.**

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**NOTICE TO BIDDERS:** Bids must be submitted online. Bids made otherwise will be subject to rejection. All taxes on any item that the City may be required to pay must be shown separately, not included in the price bid.

**Bid No: 026-17-18-BTR Compact Hybrid Vehicles**

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## SPECIFICATIONS

### Compact Hybrid Vehicles

The hybrids shall be equipped with all standard equipment as specified by the manufacturer for this model, and shall meet or exceed all federal and state regulations, ANSI and OSHA safety standards, with all EPA Emission standards and all motor Vehicle Safety Standards as established by the U.S. Department of Transportation regarding the manufacture of motor vehicles. Vehicle should a Ford C-Max, KIA Niro or equivalent.

Bidders must provide descriptive brochures and specifications with the bid documents as applicable.

**THESE SPECIFICATIONS ARE TO BE CONSIDERED MINIMUM.**

**FAILURE TO LIST ANY AND ALL EXCEPTIONS TO THESE SPECIFICATIONS IN DETAIL WILL RESULT IN THE REJECTION OF THE BID. THE CITY RESERVES TO THE RIGHT TO ACCEPT OR REJECT ANY OR ALL EXCEPTIONS BASED ON THE CITY'S REQUIREMENT.**

| Model                                 | Meets<br>(Yes or No) | Exceptions<br>Written Explanation Required |
|---------------------------------------|----------------------|--------------------------------------------|
| Ford C-Max, Kia Niro or<br>Equivalent | ✓<br>Yes             |                                            |

| Specifications                                                                                                                                | Meets<br>(Yes or No) | Exceptions<br>Written Explanation Required |
|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------------------------|
| 1.6 Liter 4 Cylinder<br>Gas/Electric Hybrid System                                                                                            | ✓<br>Yes             |                                            |
| Full parallel hybrid system and<br>generator with a minimum of<br>43 horsepower                                                               | ✓<br>Yes             |                                            |
| Cloth Interior                                                                                                                                | ✓<br>Yes             |                                            |
| 106.3" wheelbase and shall<br>fully accommodate 5<br>passengers                                                                               | ✓<br>Yes             |                                            |
| Automatic, 6 speed Dual-<br>Clutch Automatic<br>Transmission                                                                                  | ✓<br>Yes             |                                            |
| Standard factory<br>recommended steel belted<br>radial tires P205/60R16 extra<br>load AS. Spare tire shall be a<br>space saver temporary type | ✓<br>Yes             |                                            |

**Bid No: 026-17-18-BTR Compact Hybrid Vehicles**

Page No: 10

**Optional Future Ordering Agreement**

The City of Columbia reserves the rights to purchase additional quantities of Compact Hybrid Vehicles in the future at the stated bid unit price and in accordance with the governing terms and conditions herein.

By acknowledgement below, any bidder awarded a contract also agrees to honor the per unit bid price(s) submitted below or negotiate lower pricing on any subsequent purchases made by the City of Columbia prior to June 30, 2018. The City of Columbia does not guarantee that any specified items or quantities will be ordered during the term. The City may also elect to bid separately any future requirements for the same item and/or large quantities of items or equipment covered by this contract.

Failure to accept or reject this Optional Future Ordering Agreement will not be a determining factor in making this award.

☒ Accept(\*)      ☐ Reject

**\*If you accept Future Ordering terms, please complete Acknowledgement Below.**

\*\*\*\*\*

**ACKNOWLEDGEMENT**

I, Steven Graham S.M. (name/title), have read and understand the above statement/agreement and agrees to abide by its terms and conditions.

Galeana Kia  
Company Name

Steven Graham S.M.  
Name of Authorized Agent



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Procurement and Contracts

**FROM:** Sandra Wright, Purchasing Agent

**SUBJECT:** Council is asked to approve Contract Amendment #6 for Project SS685401; An Agreement for Engineering Services for Modeling & Evaluating the City's Sanitary Sewer System Piping & Pump Stations to support the Capacity Assurance Program, as requested by Columbia Water. Award to Hazen and Sawyer, P.C. in the amount of \$100,000.00. This firm is located in Columbia, SC.

**PURPOSE:** This is a Clean Water 2020 Program Project and a Mentor Protégé Program Project. Chao & Associates of Columbia, SC is the Protégé and will receive 60% (\$60,000.00) of the contract amendment value.

**REQUISITION NO.:** R185201

**FINANCIAL IMPACT:** Funding Source: Sanitary Sewer Operations & Maintenance Budget; 5511706-638305. The original budgeted amount for this service is \$200,000.

**ORIGINAL BUDGET:** \$1,761,508.00

**BUSINESS PROGRAM:** Mentor Protege Program

**CLEAN WATER 2020?:** Yes

**STRATEGIC GOALS:** Foster a healthy quality of life, Provide high quality municipal services

Hazen and Sawyer will provide engineering support to the following types of basic services: assist with the preliminary and final design efforts of projects performed by other consultants; refinement of pipe sizing based on more detailed information obtained during the design process; determine capacity impacts of proposed new development or changes in study assumptions on downstream pipes and pump stations; refinement of study improvement alternatives based on new information; addition of smaller diameter pipe to the hydraulic model where requested by the City; support City's capacity assurance program as required to meet South Carolina sewer permitting requirements; modeling support as requested by the City to review and evaluate alternative growth scenarios and larger sewer

flow requests with the sewer hydraulic model. Sanitary sewer overflow (SSO) diagnostics support when SSOs are caused by wet weather events. Examples of support efforts include: storm event classification, critical manhole identification, root cause analysis and updating the GIS with as-built information.

Compliance is aware the Protégé will not be performing work under this Amendment and has noted this on the Implementation Plan.

**ATTACHMENTS:**

- **#a:** Hazen.&.Sawyer.2015.Sewer.Hyrraulic.Model.SS685401.CA6.Council. Pkg.kr.  
(PDF)

SS685401

Contract Amendment #6

**Modeling & Evaluating the City's Sanitary Sewer System Piping & Pump Stations  
to Support a Capacity Assurance Program (CAP)**

**Agreement for Engineering Services For  
Modeling & Evaluating the City's Sanitary Sewer System Piping & Pump Stations to  
Support a Capacity Assurance Program (CAP);  
CIP SS685401**

Hazen and Sawyer, P.C. and City of Columbia, SC

Contract Amendment #6

October 17, 2017

**Description of Change:** Request change in Agreement for Engineering Services between the City of Columbia (City) and Hazen and Sawyer, P.C. (Engineer) dated September 18, 2012 (Agreement), amended by Contract Amendment 1 dated June 24, 2014; Contract Amendment 2 dated January 14, 2015; Contract Amendment 3 dated April 14, 2015; Contract Amendment #4 dated April 6, 2016; Contract Amendment 5 dated December 15, 2016 and this Amendment is for Modeling & Evaluating the City's Sanitary Sewer System Piping & Pump Stations to Support a Capacity Assurance Program (CAP).

Hazen and Sawyer will provide engineering support potentially including, but not limited to, the following types of basic services: assist with the preliminary and final design efforts of projects performed by other consultants; refinement of pipe sizing based on more detailed information obtained during the design process; determine capacity impacts of proposed new development or changes in study assumptions on downstream pipes and pump stations; refinement of study improvement alternatives based on new information; addition of smaller diameter pipe to the hydraulic model where requested by the City; support City's capacity assurance program as required to meet South Carolina sewer permitting requirements; modeling support as requested by the City to review and evaluate alternative growth scenarios and larger sewer flow requests with the sewer hydraulic model. Sanitary sewer overflow (SSO) diagnostics support when SSOs are caused by wet weather events. Examples of support efforts include: storm event classification, critical manhole identification, root cause analysis and updating the GIS with as-built information; more fully described in Exhibit A, attached hereto.

An approved Mentor Protégé Implementation Plan between Hazen and Sawyer and Chao and Associates dated October 17, 2017 is attached hereto, as Exhibit B.

All other provisions of the Agreement, except as herein modified or changed, remain in full force and effect.

**Proposed Change and Basis for Payment:**

|                                  |                       |
|----------------------------------|-----------------------|
| Original Contract Price:         | \$1,761,508.00        |
| Previous Change Orders:          | \$ 887,944.00         |
| This Change (addition/deletion): | <u>\$ 100,000.00</u>  |
| Revised Contract Price:          | <u>\$2,749,452.00</u> |

SS685401

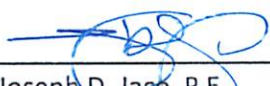
Contract Amendment #6

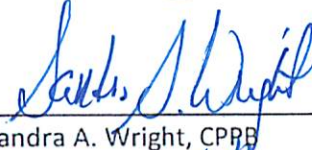
Modeling & Evaluating the City's Sanitary Sewer System Piping & Pump Stations  
to Support a Capacity Assurance Program (CAP)

Additional funds are to be provided in the following manner: Sanitary Sewer Operations & Maintenance Budget  
5511706-638305

This Change is Acceptable:

By:  Hazen and Sawyer, P.C.  
Title: Ronald L. Taylor, Sr. VP

Recommended for Approval:  <sup>CES</sup> Director of Utilities and Engineering  
Joseph D. Jacob, P.E.

Recommended for Approval:  Director of Procurement & Contracts/Purchasing Agent  
Sandra A. Wright, CPPB

Approval of Change: \_\_\_\_\_ City Manager  
Teresa Wilson

APPROVED AS TO FORM  
 11/21/17  
Legal Department City of Columbia, SC

Exhibit A



Hazen and Sawyer  
1122 Lady Street, Suite 1230 • Columbia, SC 29201

## Cost Change Amendment

August 3, 2017

Mr. John Riggs  
Assistant Wastewater Engineer  
City of Columbia  
Utilities and Engineering  
1136 Washington Street  
Columbia, South Carolina 29201

Re: PROJECT NAME: Sewer Model and Capacity Assurance Program  
CIP NUMBER: SS685401

Dear Mr. John Riggs:

Under a previously executed City of Columbia contract for SS685401 Sewer Model and Capacity Assurance Program, Hazen and Sawyer has developed a calibrated hydraulic model for the City's trunk sewer system. The hydraulic model is a tool for assessing changes in the study assumptions based on new or updated information and for assisting with final project alignments and sizing. Thus there is a need for on-call modeling services so that City can continue to use the calibrated hydraulic model to evaluate different scenarios. Noted on the following pages are the Scope addition/deletion, Compensation, and Schedule adjustments necessary for this change.

### 1. Scope Addition/Deletion

In response to specific requests from City staff, on an "on-call" as-needed basis and as directed by the City, H&S will provide engineering support potentially including, but not limited to, the following types of basic services:

- Assist with the preliminary and final design efforts of projects performed by other consultants
- Refinement of pipe sizing based on more detailed information obtained during the design process
- Determine capacity impacts of proposed new development or changes in study assumptions on downstream pipes and pump stations
- Refinement of Study improvement alternatives based on new information
- Addition of smaller diameter pipe to the hydraulic model where requested by the City
- Support City's capacity assurance program as required to meet North South Carolina sewer permitting requirements



# Hazen

- Modeling support as requested by the City to review and evaluate alternative growth scenarios and larger sewer flow requests with the sewer hydraulic model. Sanitary sewer overflow (SSO) diagnostics support when SSOs are caused by wet weather events. Examples of support efforts include: storm event classification, critical manhole identification, root cause analysis
- Updating the GIS with as-built information

The City and H&S will mutually determine the appropriate scope, level of effort, and schedule for individual tasks requested under this contract. For each specific task, an e-mail confirming our understanding of the requested assignment, level of estimated effort, and schedule will be provided by H&S.

The City shall provide H&S and/or participate with H&S in the following:

- Provide needed information for model calibration and verification
- Provide temporary and permanent flow meter data for the collection system
- Provide rainfall data for the City service area
- Provide access to all City record drawing information
- Provide access to City SCADA data
- Provide field verification of unresolved mapping discrepancies

## 2. Compensation

The work to be performed for this Amendment 4 of the Wastewater Collection System Sewer Model and Capacity Assurance Program as previously delineated in Exhibit A – Scope of Services, will be billed on a not-to-exceed cost ceiling of \$100,000.00. Table 1 summarizes the agreed upon 2015-2016 hourly rates by employee classification. Project expenses for subconsultants employed by Hazen and Sawyer, will be billed to the City at cost times a multiplier of 1.10 and billed at direct cost for other expenses such as travel and reproduction.

Services will be provided for requested tasks as can be accomplished within the not-to-exceed budget limit. The specific services requested and corresponding levels of effort will determine the number of tasks that can be accomplished within the budget limit. When services performed under this contract approach the not-to-exceed budget limit, H&S will notify the City. Additional work will not be performed beyond the authorized budget limit without prior authorization and a corresponding budget increase.

**Table 1: 2015 – 2016 Hourly Billing Rates**

| <b>Employee Classification</b> | <b>Billing Rates</b> |
|--------------------------------|----------------------|
| Vice President                 | \$240.00             |
| Senior Associate               | \$203.00             |
| Associate                      | \$180.00             |
| Senior Principal Engineer      | \$156.00             |
| Principal Engineer             | \$134.00             |
| Engineer                       | \$123.00             |
| Assistant Engineer             | \$108.00             |
| Senior Principal Designer      | \$145.00             |
| Principal Designer             | \$123.00             |
| Designer                       | \$98.00              |
| Administrative                 | \$68.00              |
| Intern                         | \$35.00              |



Hazen and Sawyer shall be allowed to adjust employee hourly rates in Table 1 on an annual basis starting in July 2018. Adjustments shall not exceed 3% per year. H&S will submit to the City, for approval, the proposed hourly rates. Approval of adjusted hourly rates by the City does not affect the total project cost ceiling for compensation under this Agreement.

### 3. Schedule

The on-call services will be accomplished in response to specific requests from the City according to a mutually agreeable schedule established for the specific tasks. The time frame for the on-call services is from notice to proceed through June 2018.

Hazen & Sawyer appreciates the opportunity to provide this highly technical modification to the City of Columbia for the Sewer Model and Capacity Assurance Program project. If you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "William H. Orne".

William H. Orne, PE  
Senior Associate

cc: Clean Water 2020 Project Manager

Exhibit B



## CITY OF COLUMBIA

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

### MENTOR PROTÉGÉ PROGRAM Implementation Plan

Date: 8/7/2017 Project Number: SS685401  
Mentor: Hazen and Sawyer Project Name: Wastewater Collection System  
Protégé: Chao and Associates Duration of the Project: 6 Years  
Project Contract Amount: 2,749,452.00 Protégé Amount: 60,000

**Statement of Commitment:** Both Mentor and Protégé are committed to providing an adequate amount of resources and effort to execute the plan below. Mentor and Protégé acknowledge the Implementation Plan is a joint plan and agree to meet at least quarterly to verify compliance with this Plan.

**1. How do the Mentor and Protégé intend to work together on the designated project? Address contractual relationship, general roles and informal teaming arrangements.**

The protégé will provide surveying services for map discrepancy verification. The Mentor will provide guidance as to where and what level of accuracy the data will need to be collected.

**2. How will the specific, quantitative goals in the Annual Business Plan and MPP Agreement be implemented via the work on the project? Address general goals here and specific goals in question 9.**

The mentor and protégé will gain experience working with one another. This will help strengthen the teaming arrangement to hopefully expand the business partnership on future projects.

**3. How will the team focus on developing protégé's business and implementing the actions necessary to obtain results reflected in the Mentor-Protégé Agreement? Identify milestones, thresholds, or other indicators team that would indicate success is being achieved.**

Performing this work by the protégé will expand the protégé's experience in system inventory and surveying. The services provided by the protégé will be an on-call type of service and milestones will be assessed on a case by case basis with each field verification request.



## **CITY OF COLUMBIA**

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

**4. Proposed manpower and resources from both the Mentor and the Protégé is required for the project. Address key personnel, equipment/materials, and insurance/bonding. Address special arrangements where applicable.**

**Mentor:**

- PM/Model Development Leader and Coordinator

**Protégé:**

- 2 person survey crew

**Subcontractors:**

None needed at this time.

**Special Arrangements:**

None needed at this time.

**5. What scope of work to be performed by each participant of the MPP team?**

**a. Description of Mentor's responsibilities:**

The Mentor will provide guidance as to where and what level of accuracy the data will need to be collected.

**b. Description of Protégé's responsibilities on project:**

The protégé will provide surveying services for map discrepancy verification.

**c. Description of responsibilities that will be completed as a team:**

Coordinate all field related activities.

**6. What is the anticipated duration (in months) of each major phase of the project? During which phases will the Protégé be utilized?**

2 Months



## **CITY OF COLUMBIA**

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

**7. How will the team comply with and maintain the focus on the requirements of the program for the duration of the project?**

Both the mentor and the protégé will abide by the terms of the contract

**8. What are the team's specific, quantitative goals and milestones for the current project?**

The services provided by the protégé will be an on-call type of service and milestones will be assessed on a case by case basis with each field verification request.

**9. Outline of Regularly Scheduled meeting between Mentor and Protégé (Progress reporting).**

Monthly progress meeting will be held in the mentor's offices to assess the progress of all team members involved with the project.

**10. Define payment schedule and financial terms identifying milestones for initial, progress and final payments.**

The protégé will be paid based on monthly invoices submitted by the protégé. The protégé will receive payment within 15 days when payment is received from the City for service rendered.



## CITY OF COLUMBIA

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

**11. List the Subcontractors that will be used on this project, as well as the information requested below: (The Subcontractor(s) listed below will NOT consist of your Protégé.)**

| Subcontractor's Name | Telephone | Address | Who will they report to? | Contract Amount | MPP, MBE, WBE, SBE | Percentage of Contract |
|----------------------|-----------|---------|--------------------------|-----------------|--------------------|------------------------|
|                      |           |         |                          |                 |                    |                        |
|                      |           |         |                          |                 |                    |                        |
|                      |           |         |                          |                 |                    |                        |
|                      |           |         |                          |                 |                    |                        |
|                      |           |         |                          |                 |                    |                        |
|                      |           |         |                          |                 |                    |                        |
|                      |           |         |                          |                 |                    |                        |

**12. What percentage of the project is being implemented by the Protégé? Must equate to a minimum of 20% of total contract amount.**

Protégé Contract Value: 60,000

Percentage of Contract: 2.2% (Minimum of 20% of total contract amount is required)



## CITY OF COLUMBIA

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

### MENTOR-PROTEGE IMPLEMENTATION PLAN SIGNATURE SHEET

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their proper officials thereunto duly authorized as of the dates below indicated:

EXECUTED by HAZEN (Mentor Firm) this 16<sup>th</sup> day of August, 2017.  
Corporate SEAL

By: [Signature]  
Title: J. ASCHHAFER

ATTEST:  
By: [Signature]  
Title: Comm. Mgr.

EXECUTED by Chao and Associates (Protégé Firm) this 16th day of August, 2017.  
Corporate SEAL  
By: Chao  
Title: President

ATTEST:  
By: Kim Newton  
Title: Office Manager

### RECOMMENDED FOR APPROVAL:

EXECUTED by the Department of Utilities & Engineering, Compliance Division on this 17<sup>th</sup> day of October, 2017.

By: Ayesha Driagius  
Title: Compliance Administrator

\* Per Mentor, Protege isn't participating in amendment-related tasks. Original agreement approved prior to 2014. AD



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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Legal

**FROM:** Shari Ardis, Legal Office Manager

**SUBJECT:** Ordinance No.: 2017-110 - Granting an encroachment to Steve Wyatt for installation and maintenance of brick pavers, brick knee wall with columns, sidewalk and driveway within the right of way area of the 900 block of West Confederate Avenue adjacent to 903 West Confederate Avenue, Richland County TMS #09012-01-06

**PURPOSE:** First reading approval was given on December 19, 2017.

**FINANCIAL IMPACT:**

**STRATEGIC GOALS:** Foster a healthy quality of life

**ATTACHMENTS:**

- **#a:** 2017-110 encroach Steve Wyatt 903 Confederate Avenue (PDF)

**HISTORY:**

12/19/17

Columbia City Council

APPROVED ON FIRST READING



**ORDINANCE NO.: 2017-110**

*Granting an encroachment to the Steve Wyatt for installation and maintenance of brick pavers, brick knee wall with columns, sidewalk and driveway within the right of way area of the 900 block of West Confederate Avenue adjacent to 903 West Confederate Avenue, Richland County TMS #09012-01-06*

WHEREAS, the Steve Wyatt (hereinafter "Grantee") desires to utilize a portion of the sidewalk right of way area of the 900 block of West Confederate Avenue adjacent to 903 West Confederate Avenue for the installation and maintenance of brick pavers approximately seven (7') feet in width and two (2') feet in length, a brick knee wall approximately thirty (30') feet in length and approximately two (2') feet in height with two (2) brick columns approximately two (2') feet in width and three (3') feet in height, and a concrete sidewalk approximately five (5') feet in width and thirty (30') feet in length, as shown on the attached drawing; and,

WHEREAS, it appears that the encroachment will not interfere with the use of the sidewalk or street for traffic, utility locations or other uses within the foreseeable future; NOW, THEREFORE,

BE IT ORDAINED by the Mayor and City Council of the City of Columbia, South Carolina, this \_\_\_\_ day of \_\_\_\_\_, 2017, that Grantee is hereby granted the right to use a portion of the sidewalk right of way area of the 900 block of West Confederate Avenue adjacent to 903 West Confederate Avenue for the installation and maintenance of brick pavers approximately seven (7') feet in width and two (2') feet in length, a brick knee wall approximately thirty (30') feet in length and approximately two (2') feet in height with two (2) brick columns approximately two (2') feet in width and three (3') feet in height, and a concrete sidewalk approximately five (5') feet in width and thirty (30') feet in length, as shown on the attached drawing.

ALL WORK SHALL COMPLY with the requirements of The City of Columbia and South Carolina Department of Transportation now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager.

PROVIDED, HOWEVER, that in exercising the privileges granted under this ordinance, Grantee, his successors and assigns, will indemnify and save harmless the City from any and all claims or causes of action which may arise by reason of the construction or maintenance of the aforesaid encroachment.

PROVIDED FURTHER that the privilege granted hereby is subject to the Grantee complying with the following conditions, restrictions or limitations:

1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting the driveway or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.
2. Grantee is responsible for all maintenance and assuring that all accessibility and ADA requirements are met and maintained.
3. All trees shall be protected and no large tree roots shall be removed from any existing trees.
4. Irrigation must be designed to avoid spraying walkways, sidewalks and streets and/or creating hazardous conditions upon the walkways, sidewalks and streets.
5. Prior to installation, brick pavers must be reviewed and approved by the Design Development Review Commission staff.

PROVIDED FURTHER that the privilege granted hereby may be modified or terminated by Columbia City Council at any time without notice to the Grantee, his successors and assigns.

PROVIDED FURTHER that a certificate of insurance be issued as evidence of general liability insurance with at least the minimum amount of \$600,000.00 for personal injury and property damage and naming the City as an insured, be provided to and filed annually with the City Clerk by Grantee, his successors and assigns,

as required by Chapter 11, Licenses, Permits, Business Regulations, Article III, Contractors, Sec. 11-71, 1998 Code of Ordinances of the City of Columbia, South Carolina.

BE IT FURTHER ORDAINED that Grantee, in consideration of the above privilege, shall at his expense provide for protection and relocation of all utilities that might be within this area to the satisfaction of the City Manager.

Requested by:

Assistant City Manager Gentry

\_\_\_\_\_  
Mayor

Approved by:

\_\_\_\_\_  
City Manager

Approved as to form:

ATTEST:

  
Deputy City Attorney

\_\_\_\_\_  
City Clerk

Introduced:

Final Reading:

## REQUEST FOR A PERMANENT RESIDENTIAL OR CHURCH DIRECTIONAL SIGNS ENCROACHMENT ORDINANCE

For a continuing encroachment on any type of property in which the City has an interest (i.e., rights of way, tree zone, sidewalk, streets), the person or entity is required to have an encroachment ordinance enacted by City Council permitting the encroachment. Encroachment ordinances are required for but not limited to: irrigation systems; landscaping; fencing; walls; pavers; walkways; outdoor dining items (chairs, tables, umbrellas, etc.); awnings; bollards and directional signs (i.e., churches) **Business signs are NOT permitted via an encroachment.** An encroachment must comply with all existing City codes, rules and regulations, the Americans with Disabilities Act, if applicable, and is subject to review and approval by City staff. Enactment of the encroachment ordinance by a majority vote of City Council, which is a discretionary legislative act, is also required. In order to obtain an encroachment ordinance from the City of Columbia, it will be necessary for the City of Columbia to be named as an additional insured on your homeowners' policy with limits being increased to \$600,000 as required by Sec. 11-71. It is recommended that you contact your insurance provider to determine if it will name the City of Columbia as an additional insured prior to submitting your request for an encroachment ordinance. If you have any questions concerning these requirements, please contact Chip Timmons with Risk Management.

Please complete and submit this form along with any attachment(s) to Shari Ardis by e-mail at slardis@columbiasc.net ; fax at 803-737-4250; or mail to Shari Ardis, Legal Department, POB 147 Columbia, SC 29217, for preparation of an encroachment ordinance. Copies to City departments should be directed to the contact person for that department as shown below and not through the Legal Department. Chip Timmons with Risk Management (733-8306 or catimmons@columbiasc.net) should be contacted regarding the insurance requirements.

Date: \_\_\_\_\_ Property Owner: Steve Wyatt  
 Applicant's Name if different from Property Owner: Sabrina Hill / Lenn Simpson  
 Contact Information: Telephone Number: 803-957-7335 Fax Number: \_\_\_\_\_  
 Mailing address: 2025 Industrial Blvd. E-mail address: larsen@schuckhill.com  
 Encroachment Location (Address): 905 Confectionery Ave.  
 (If corner lot, include name and block number of side street, i.e., 1737 Main Street and 1100 block of Laurel Street)

Tax Map Number for Encroachment Location: \_\_\_\_\_

Encroachment type: ☐ Wall ☐ Fence ☐ Columns ☐ Steps ☐ Irrigation System ☐ Landscaping ☐ Driveway ☐ Pavers  
☒ Walkway/Side walk ☐ Underground Utilities ☐ other

If Other - specify: \_\_\_\_\_

Dimensions (height/width/length): Sidewalk - 4' x 30' driveway apron - 9' x 3'

(i.e., 6'x42' wooden privacy fence; two 12"x4' concrete step; two 12"x12" x24" brick columns; 4x15' brick paver walkway)

Construction material: concrete

Please provide photographs and drawing or site plan drawn to scale - no larger than 8-1/2 x 11.

       Church Directional Signs (Must provide picture or drawing of proposed signs that reflect dimensions)

Location(s) signs are to be placed (i.e. Northeast corner of Main Street) \_\_\_\_\_



All work shall comply with the requirements of The City of Columbia and South Carolina Department of Transportation now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager.

The proposed ordinance will be sent to the requesting party and City offices for review and approval. Johnathan Chambers will compile the recommendations and forward them to the City Clerk for scheduling before City Council. This process may take from 30-90 days.

**CONTACT**

Johnathan Chambers  
 John Fellows  
 Brian Cook  
 Jerry Thompson  
 Zach Kay  
 Amy Moore  
 Lucinda Statler  
 Jerry Thompson  
 Scott Holder  
 Denny Daniels  
 Robert Anderson  
 Robert Sweatt  
 David Brewer  
 Sara Hollar  
 John Hooks  
 Chip Timmons  
 Kris Scott  
 Linda Matney  
 LR: 1/2017

**DEPARTMENT**

Development Services (Land Development)  
 Development Services (Planning)  
 Development Services (Zoning)  
 Development Services (Building Inspections)  
 Development Services (Development Center)  
 Development Services (Historic Preservation)  
 Development Services (Urban Design)  
 Development Services (Commercial Plan Review)  
 Development Services (Landscaping)  
 Utilities & Engineering (Construction Management)  
 Public Works (Administration)  
 Public Works (Street Division)  
 Public Works (Traffic Engineering)  
 Public Works (Forestry & Beautification)  
 Public Works (Solid Waste)  
 Risk Management  
 Fire Department  
 Parking Services

**PHONE**

803-545-3333  
 803-545-3222  
 803-545-3332  
 803-545-3420  
 803-545-3420  
 803-545-3222  
 803-545-0229  
 803-545-3420  
 803-545-3218  
 803-545-3400  
 803-545-3780  
 803-545-3790  
 803-545-3850  
 803-545-3860  
 803-545-3800  
 803-733-8306  
 803-545-3736  
 803-545-3070

**FAX**

803-255-8935  
 803-733-8647  
 803-733-8647  
 803-733-8699  
 803-733-8699  
 803-733-8647  
 803-733-8647  
 803-733-8647  
 803-255-8935  
 803-988-8199  
 803-733-8648  
 803-545-3785  
 803-733-8648  
 803-733-8648  
 803-733-8648  
 803-733-8245  
 803-401-8839  
 803-733-8523

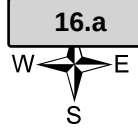
**E-MAIL**

jchambers@columbiasc.net  
 jsfellows@columbiasc.net  
 kbcook@columbiasc.net  
 jlthompson@columbiasc.net  
 zpokay@columbiasc.net  
 aemoore@columbiasc.net  
 lsstatler@columbiasc.net  
 jlthompson@columbiasc.net  
 jsholder@columbiasc.net  
 jddaniels@columbiasc.net  
 raanderson@columbiasc.net  
 rgswatt@columbiasc.net  
 ddbrewer@columbiasc.net  
 sehollar@columbiasc.net  
 jphooks@columbiasc.net  
 catimmons@columbiasc.net  
 cfdkscott@columbiasc.net  
 lsmatney@columbiasc.net

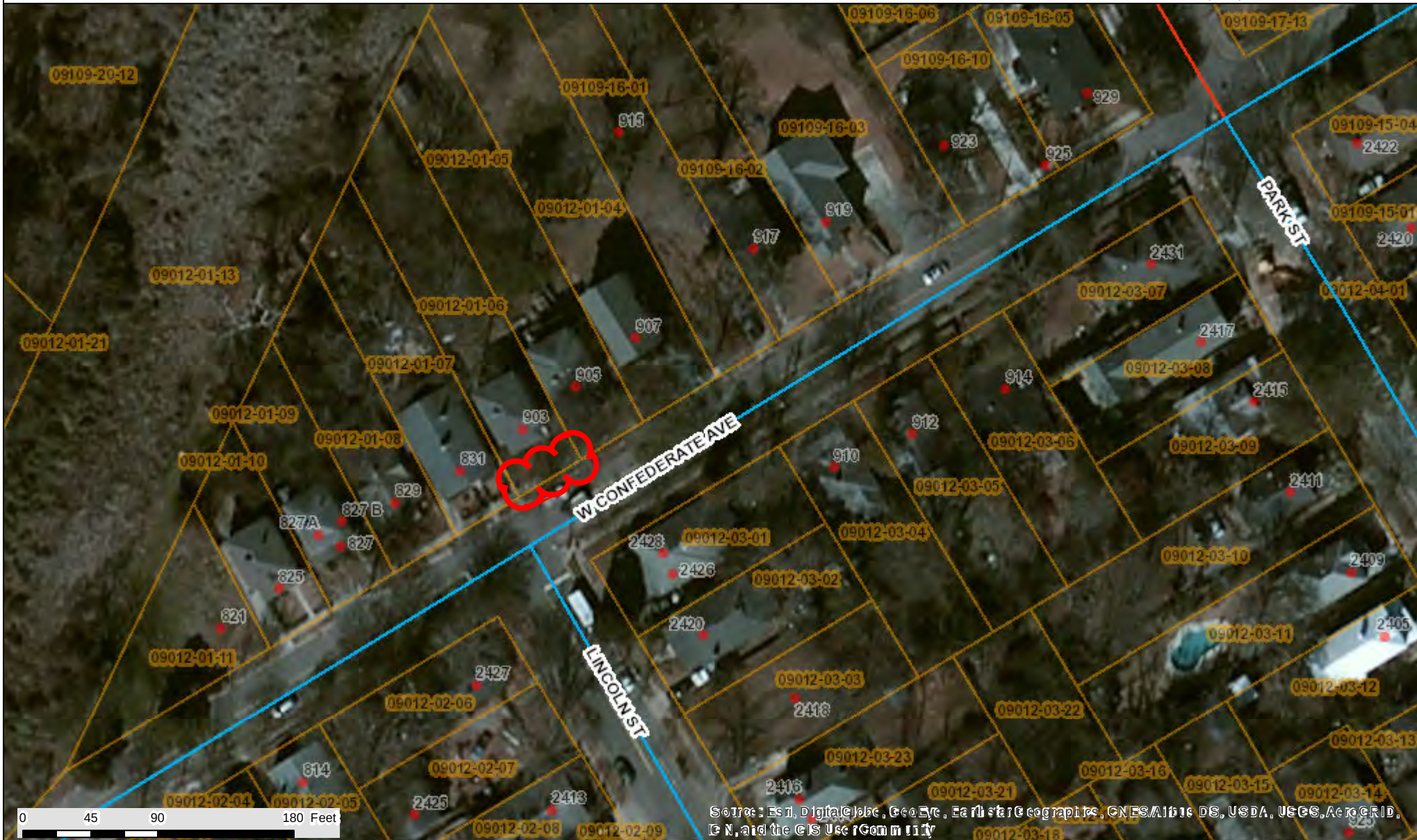


# City of Columbia

## 903 West Confederate - Encroachment



Friday, April 28, 2017

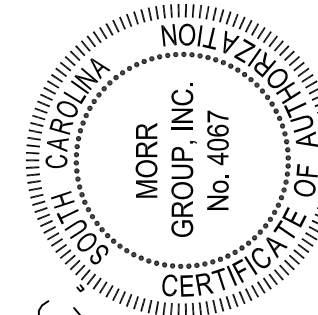


### CITY OF COLUMBIA GIS DATA DISCLAIMER

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Morr Group, Inc.  
Development Services

| Rev. | Date     | Description                                   | By  |
|------|----------|-----------------------------------------------|-----|
| 1    | 6/8/2017 | SHOW REMOVAL OF AN ADDITIONAL 5' OF WALK SIDE | JSM |
| 2    | 6/7/2017 | ADDITIONAL NOTES PER CITY                     |     |

**PROJECT TITLE:**

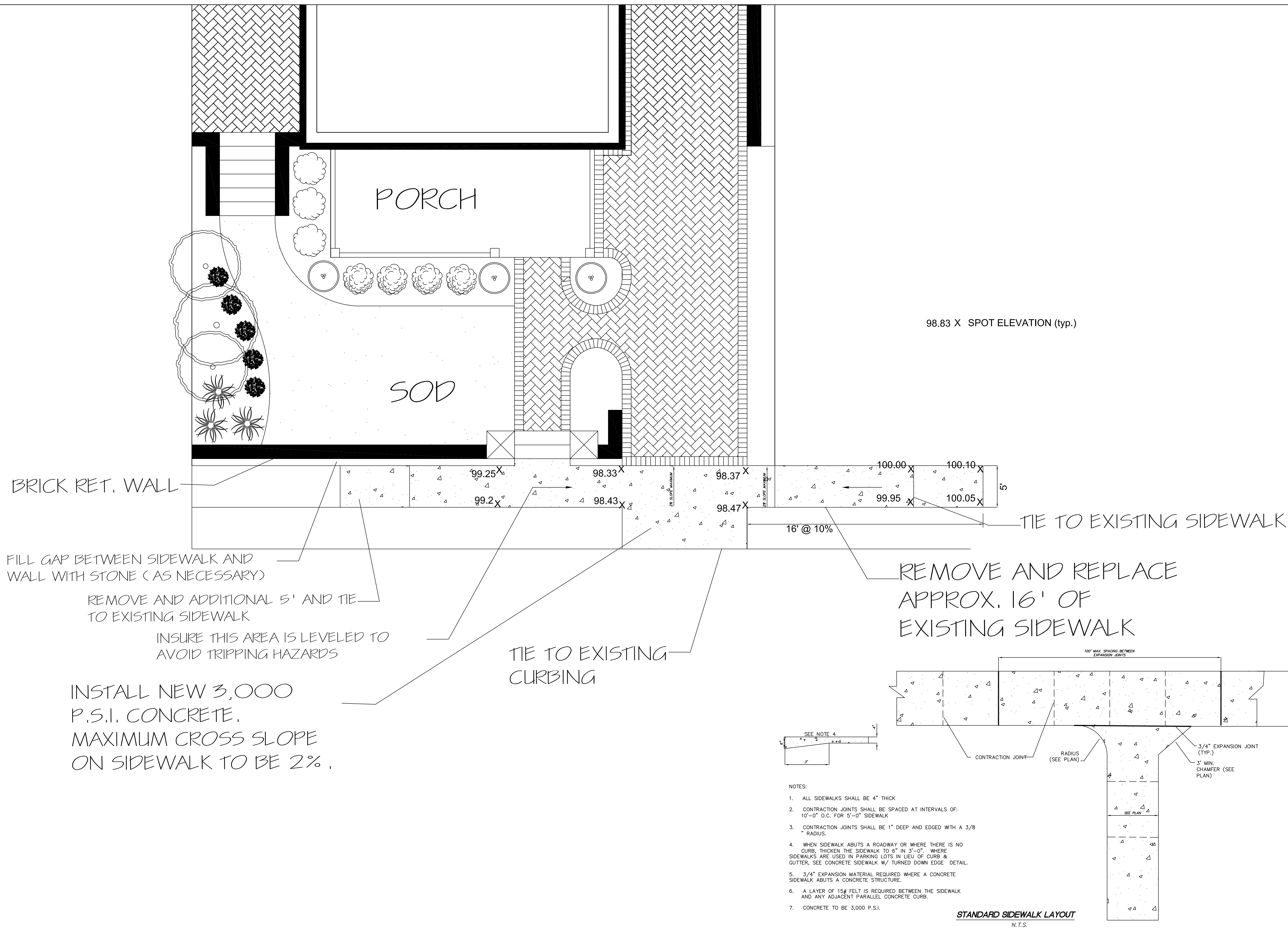
PROJECT TITLE:

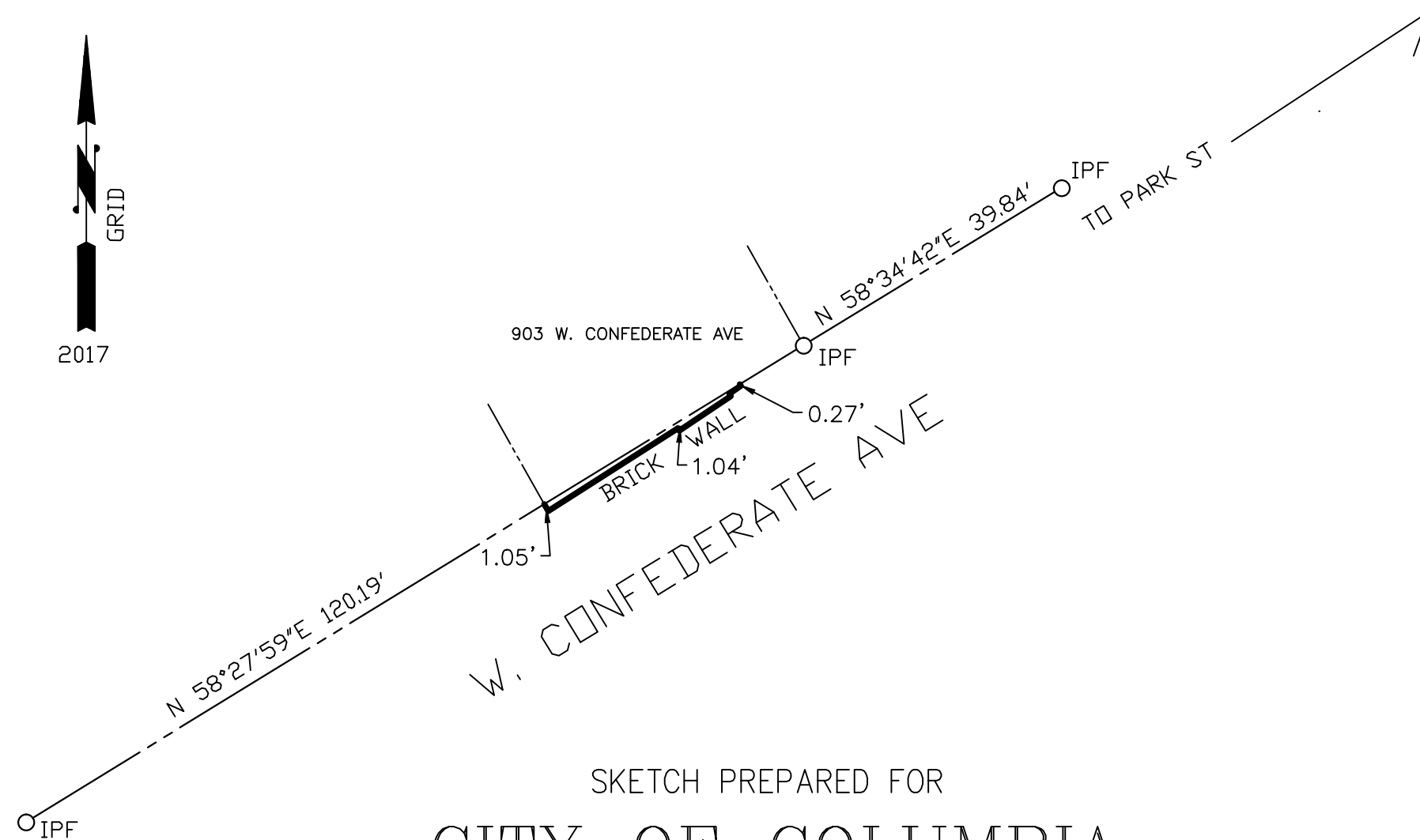
903 CONFEDERATE  
CITY OF COLUMBIA, RICHLAND COUNTY, SC

|             |          |
|-------------|----------|
| Scale:      | N.T.S.   |
| Date:       | 5/12/17  |
| Drawn By:   | JSM      |
| Checked By: | JSM      |
| Job No.:    | 2017-103 |

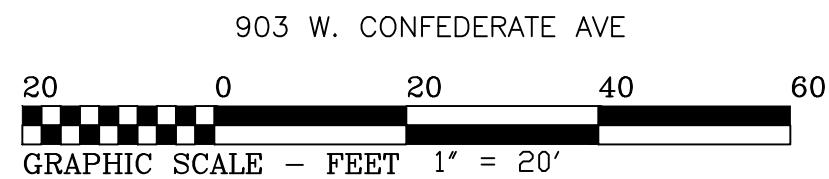
Sheet No.

0





SKETCH PREPARED FOR  
CITY OF COLUMBIA



APRIL 25, 2017

DEPARTMENT OF ENGINEERING  
1136 WASHINGTON ST  
PH. (803) 545-3400  
COLUMBIA SC 29201  
FAX: 988-8199

COLUMBIA  
A Capital Place To Be





STOP

ALL WAY







STOP

ALL WAY

10218451













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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Legal

**FROM:** Shari Ardis, Legal Office Manager

**SUBJECT:** Ordinance No.: 2017-111 - Granting an encroachment to Olive Holdings, LLC for the use of the right of way areas of the 3000 block of Duncan Street for installation and maintenance of corrugated pipe adjacent to 3010 Duncan Street, Richland County TMS#13802-01-03

**PURPOSE:** First reading approval was given on December 19, 2017.

**FINANCIAL IMPACT:**

**STRATEGIC GOALS:** Foster a healthy quality of life

**ATTACHMENTS:**

- **#a:** 2017-111 encroach Olive Holdings LLC 3010 Duncan Street (PDF)

**HISTORY:**

12/19/17

Columbia City Council

APPROVED ON FIRST READING



**ORDINANCE NO. : 2017-111**

*Granting an encroachment Olive Holdings, LLC for the use of the right of way areas of the 3000 block of Duncan Street for installation and maintenance of corrugated pipe adjacent to 3010 Duncan Street Richland County TMS#13802-01-03*

WHEREAS, Olive Holdings LLC (hereinafter "Grantee") desires to use a portion of the right of way area of the 3000 block of Duncan Street for installation and maintenance of corrugated pipe measuring approximately four (4") inches in diameter and fourteen (14') feet in length for the apartments adjacent to Richland County TMS # 13802-01-03; as shown on the attached drawings; and,

WHEREAS, it appears that the encroachment will not interfere with the use of the medians or street for traffic, utility locations or other uses within the foreseeable future; NOW, THEREFORE,

BE IT ORDAINED by the Mayor and City Council of the City of Columbia, South Carolina, this \_\_\_ day of \_\_\_\_\_, 2017, that Grantee is hereby granted the right to use the right of way areas of the 3000 block of Duncan Street for installation and maintenance of corrugated pipe measuring approximately four (4") inches in diameter and fourteen (14') feet in length for the apartments adjacent to Richland County TMS # 13802-01-03; as shown on the attached drawings.

ALL WORK SHALL COMPLY with the requirements of The City of Columbia, South Carolina Department of Transportation and Federal Emergency Management Agency (FEMA) now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager.

PROVIDED FURTHER that the privilege granted hereby is subject to the Grantee complying with the following conditions, restrictions or limitations:

1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting driveways or parking spaces, or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.
2. Grantee is responsible for all maintenance of items approved by this ordinance for placement within the right of way area and assuring that all accessibility and ADA requirements are met and maintained.
3. All trees shall be protected and no large tree roots shall be removed from any existing trees, nor shall trees be located too close to streetlights.

PROVIDED FURTHER that the privilege granted hereby may be modified or terminated by Columbia City Council at any time without notice to the Grantee, its successors and assigns.

PROVIDED FURTHER that a certificate of insurance be issued as evidence of general liability insurance with at least the minimum amount of \$600,000.00 for personal injury and property damage and naming the City as an insured, be provided to and filed annually with the City Clerk by Grantee, his successors and assigns, as required by Chapter 11, Licenses, Permits, Business Regulations,



Article III, Contractors, Sec. 11-71, 1998 Code of Ordinances of the City of Columbia, South Carolina.

BE IT FURTHER ORDAINED that Grantee, in consideration of the above privilege, shall at his expense provide for protection and relocation of all utilities that might be within this area to the satisfaction of the City Manager.

Requested by:

Assistant City Manager Gentry

\_\_\_\_\_  
Mayor

Approved by:

\_\_\_\_\_  
City Manager

Approved as to form:

ATTEST:

  
\_\_\_\_\_  
Deputy City Attorney

\_\_\_\_\_  
City Clerk

Introduced:

Final Reading:

LEGAL DEPARTMENT DRAFT



**CITY COUNCIL  
ENCROACHMENT SUMMARY  
2017-111**



**3000 BLOCK OF DUNCAN STREET  
ADJACENT TO 3010 DUNCAN STREET  
FRENCH DRAIN**

|                              |                                                                                                     |
|------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Subject Property:</b>     | Right-of-Way within the 3000 Block of Duncan Street, TMS#13802-01-03 adjacent to 3010 Duncan Street |
| <b>Council District:</b>     | 3                                                                                                   |
| <b>Proposal:</b>             | The applicant is requesting an encroachment for installation and maintenance of a French Drain      |
| <b>Applicant:</b>            | Olive Holdings, LLC                                                                                 |
| <b>Staff Recommendation:</b> | Approval                                                                                            |

|                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Detail:</b> | <p>The applicant is requesting an encroachment for the installation and maintenance of four (4") inch corrugated pipe approximately fourteen (14') feet in length, as shown on the attached drawing.</p> <p>Conditions of the proposed encroachment are as follows:</p> <ol style="list-style-type: none"> <li>1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting driveways or parking spaces, or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.</li> <li>2. Grantee is responsible for all maintenance of items approved by this ordinance for placement within the right of way area and assuring that all accessibility and ADA requirements are met and maintained.</li> <li>3. All trees shall be protected and no large tree roots shall be removed from any existing trees, nor shall trees be located too close to streetlights.</li> <li>4. Must be installed at a minimum of depth of 36 inches.</li> </ol> |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| <b>CITY AGENCY COMMENTS FOR ENCROACHMENT</b> |                                                                          |
|----------------------------------------------|--------------------------------------------------------------------------|
| <b>Planning &amp; Development Services</b>   | Recommend approval.                                                      |
| <b>Streets</b>                               | Recommend approval. Must be installed with a minimum depth of 36 inches. |
| <b>Utilities and Engineering</b>             | Recommend approval.                                                      |
| <b>Traffic Engineering</b>                   | Recommend approval.                                                      |
| <b>Forestry</b>                              | Recommend approval.                                                      |
| <b>Land Development</b>                      | Recommend approval.                                                      |
| <b>Fire</b>                                  | Recommend approval.                                                      |



**REQUEST FOR A PERMANENT COMMERCIAL ENCROACHMENT ORDINANCE  
(INCLUDING OUTDOOR DINING/LANDSCAPING/STUDENT HOUSING)**

17.a

For a continuing encroachment on any type of property in which the City has an interest (i.e., rights of way, tree zone, sidewalk, streets), the person or entity is required to have an encroachment ordinance enacted by City Council permitting the encroachment. Encroachment ordinances are required for but not limited to: irrigation systems; landscaping; fencing; walls; pavers; walkways; outdoor dining items (chairs, tables, umbrellas, etc.); awnings; bollards and directional signs (i.e., churches) Business signs are NOT permitted via an encroachment. Encroachments must comply with all existing City codes, rules and regulations, the Americans with Disabilities Act, if applicable, and are subject to review and approval by City staff. Enactment of the encroachment ordinance by a majority vote of City Council, which is a discretionary legislative act, is also required. In order to obtain an encroachment ordinance from the City of Columbia, it will be necessary for the City of Columbia to be named as an additional insured on your insurance policy with limits being increased to \$600,000 as required by Sec. 11-71. It is recommended that you contact your insurance provider to determine if it will name the City of Columbia as an additional insured prior to submitting your request for an encroachment ordinance. If you have any questions concerning these requirements, please contact Chip Timmons with Risk Management, (803) 733-8306 or catimmons@columbiasc.net.

Please complete and submit this form along with photographs and drawings or site plan drawn to scale (including a 8-1/2 x11) to Johnathan Chambers by e-mail at jechambers@columbiasc.net; fax at 803-343-8779; or mail to Johnathan Chambers, Development Services, POB 147 Columbia, SC 29217, for preparation of an encroachment ordinance. Copies to City departments should be directed to the contact person for that department as shown below.

All work shall comply with the requirements of the City of Columbia and South Carolina Department of Transportation now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager. Property owned, operated and maintained by SCDOT shall comply with SCDOT encroachment requirements.

Date: 5/25/2017 Property Owner: Tim J. Daleigh  
 Applicant's Name if different from Property Owner: Christopher Walker  
 Contact Information: Telephone Number: 803-578-4696 Fax Number: \_\_\_\_\_  
 Mailing address: PO Box 90523 E-mail address: GreenSolutionsSC@gmail.com  
 Business Name/Development Name for Encroachment: \_\_\_\_\_

Encroachment type: ☐ Wall ☐ Fence ☐ Columns ☐ Steps ☐ Irrigation System ☐ Landscaping ☐ Driveway ☐ Pavers ☐ Sidewalk/Walkway  
☐ Planters ☐ Awning ☐ Underground Utilities Other: French drain

Dimensions (height/width/length):  
 (i.e. 6'x42' wooden privacy fence;  
 two 12'x4'x3' concrete steps)

4" corrugated pipe 1 1/2 to 2 feet deep

Construction material:

57 stone / pipe / new asphalt / sod

**OUTDOOR DINING:** The Fire Marshal's posted capacity allowed within the business at the time of enactment of the outdoor dining encroachment ordinance shall include the total number of patron seating approved for the outdoor dining encroachment area, if not already included in the posted capacity allowance, so that patrons relocating from inside to the outside or from outside to the inside do not cause the posted capacity to be exceeded.

Hours/days of operation for outdoor dining: \_\_\_\_\_

Posted Maximum Capacity Allowance (inside/outside combined): \_\_\_\_\_ No. of chairs outdoors: \_\_\_\_\_ No. of Tables Outdoors: \_\_\_\_\_

Do you serve: ☐ Wine ☐ Beer ☐ Liquor SCDOR ABL No.: \_\_\_\_\_ If not, do you intend to apply for an ABL license? \_\_\_\_\_

I acknowledge that the adjoining property owners and businesses have been contacted and approve the addition of outdoor dining at this location to include the service of beer, wine and/or liquor if applicable during the business hours noted above, and that any changes made to the business hours, use of the encroachment area or items allowed within the encroachment area will require an amendment to the encroachment ordinance.

Name/Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

I acknowledge that any changes made to the business, hours, use of the encroachment area, or items allowed within the encroachment area, to include obtaining a license to sell beer, wine and/or liquor will require an amendment to the encroachment ordinance.

Name/Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

The proposed ordinance will be sent to the requesting party and City offices for review and approval. Johnathan Chambers will compile the recommendations and forward them to the City Clerk for scheduling before City Council. This process may take from 30-90 days.

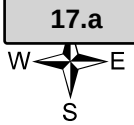
| CONTACT            | DEPARTMENT                                        | PHONE        | FAX          | E-MAIL                    |
|--------------------|---------------------------------------------------|--------------|--------------|---------------------------|
| Johnathan Chambers | Development Services (Land Development)           | 803-545-3333 | 803-343-8779 | jechambers@columbiasc.net |
| John Fellows       | Development Services (Planning)                   | 803-545-3222 | 803-733-8647 | jsfellows@columbiasc.net  |
| Brian Cook         | Development Services (Zoning)                     | 803-545-3332 | 803-733-8647 | kbcook@columbiasc.net     |
| Jerry Thompson     | Development Services (Building Inspections)       | 803-545-3420 | 803-733-8699 | jthompson@columbiasc.net  |
| Fanessa Pinckney   | Development Services (Permits)                    | 803-545-3420 | 803-733-8699 | fcpinckney@columbiasc.net |
| Amy Moore          | Development Services (Historic Preservation)      | 803-545-3222 | 803-733-8647 | aemoore@columbiasc.net    |
| Robert Harkins     | Development Services (Plans Review)               | 803-545-3420 | 803-733-8647 | rlharkins@columbiasc.net  |
| Denny Daniels      | Utilities & Engineering (Construction Management) | 803-545-3400 | 803-988-8199 | jddaniels@columbiasc.net  |
| Robert Anderson    | Public Works (Administration)                     | 803-545-3780 | 803-733-8648 | raanderson@columbiasc.net |
| Robert Sweat       | Public Works (Street Division)                    | 803-545-3790 | 803-545-3785 | rgsweatt@columbiasc.net   |
| David Brewer       | Public Works (Traffic Engineering)                | 803-545-3850 | 803-733-8648 | ddb Brewer@columbiasc.net |
| Sara Hollar        | Public Works (Forestry & Beautification)          | 803-545-3860 | 803-733-8648 | sehollar@columbiasc.net   |
| John Hooks         | Public Works (Solid Waste)                        | 803-545-3800 | 803-733-8648 | jphooks@columbiasc.net    |
| Chip Timmons       | Risk Management                                   | 803-733-8306 | 803-733-8245 | catimmons@columbiasc.net  |
| David Koon         | Fire Department                                   | 803-545-3701 | 803-401-8839 | cdgkoon@columbiasc.net    |
| John David Spade   | Parking Services                                  | 803-545-3070 | 803-733-8523 | spade@columbiasc.net      |

LR: 7/2014

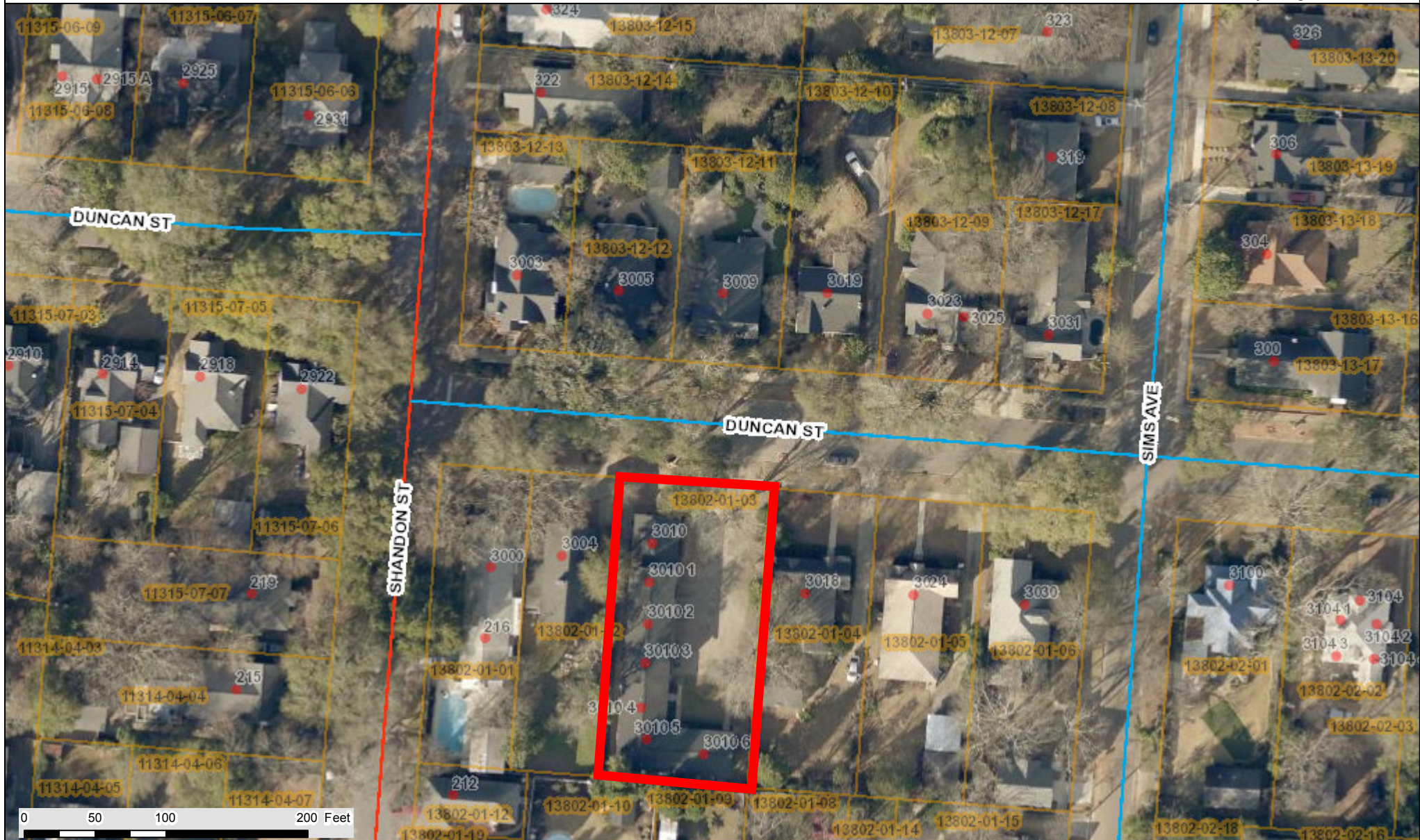


# City of Columbia

## 3010 Duncan Street - Encroachment



Wednesday, August 09, 2017



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# 3010 Duncan Street - Drain Encroachment

17.a



01/31/2017

Packet Pg. 108



1988 AUG 12 PM 3: 34



NYF  
MARIA FERNANDEZ

OVERHEAD  
BLACK LINE

OFF LINE

New Drain Line  
2.7 feet from  
fence/property  
line

ASPHALT  
PAVEMENT

# FIRE ESCAPE

NYF  
EVA REAMV

✓ FIRE ESCAPE

TWO  
STOREY  
UPPER  
STORY-  
APT.  
LOWER  
STORY-  
GARAGE

ONE  
GROUP

Q35  
ACRE

525

80° 21' 00" E  
DRAINAGE  
METER

3010  
DUNCAN STREET

102.7' TO, R/N - SHANDON





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Legal

**FROM:** Shari Ardis, Legal Office Manager

**SUBJECT:** Ordinance No.: 2017-112 - Granting an encroachment to the Shandon Neighborhood Council, LLC for installation and maintenance of landscaping within the triangular right of way area of the 100 block of Harden Street adjacent to 110 Harden Street, Richland County TMS #11310-05-18

**PURPOSE:** First reading approval was given on December 19, 2017.

**FINANCIAL IMPACT:**

**STRATEGIC GOALS:** Foster a healthy quality of life

**ATTACHMENTS:**

- **#a:** 2017-112 encroach Shandon Neighborhood Harden-Heyward (PDF)

**HISTORY:**

12/19/17

Columbia City Council

APPROVED ON FIRST READING



**ORDINANCE NO. 2017-112**

*Granting encroachment to Shandon Neighborhood Council, LLC for installation and maintenance of landscaping within the triangular right of way area of the 100 block of Harden Street adjacent to 110 Harden Street, Richland County TMS #11310-05-18*

WHEREAS, Shandon Neighborhood Council, LLC (hereinafter "Grantee") desires to use a portion of the triangular right of way area of the 100 block of Harden Street adjacent to 110 Laurel Street, Richland County TMS #11310-05-18 for installation and maintenance of landscaping, as shown on the attached drawings; and,

WHEREAS, it appears that the encroachment will not interfere with the use of the medians or street for traffic, utility locations or other uses within the foreseeable future; NOW, THEREFORE,

BE IT ORDAINED by the Mayor and City Council of the City of Columbia, South Carolina, this \_\_\_\_ day of \_\_\_\_\_, 2017, that Grantee is hereby granted the right to use a portion of the triangular right of way area of the 100 block of Harden Street adjacent to 110 Harden Street, Richland County TMS #11310-05-18 for installation and maintenance of landscaping, as shown on the attached drawings.

ALL WORK SHALL COMPLY with the requirements of The City of Columbia and South Carolina Department of Transportation now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager.

PROVIDED FURTHER that the privilege granted hereby is subject to the Grantee complying with the following conditions, restrictions or limitations:

1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting the driveway or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.
2. Grantee is responsible for all maintenance and assuring that all accessibility and ADA requirements are met and maintained.
3. Grantee is responsible for all upkeep and maintenance of the improvements.
4. Grantee is responsible for all costs and repair of the improvements within the right of way area should the City have to dig in the area or remove any part thereof for maintenance to City water and or sewer lines.
5. Irrigation must be designed to avoid spraying walkways, sidewalk and streets and/or creating hazardous conditions upon walkways, sidewalks and streets.
6. Obstructions of more than be four (4') feet in height are prohibited within the sight visibility triangle.
7. All trees shall be protected and no large tree roots shall be removed from any existing trees.
8. Grantee is responsible for all costs and repair of the improvements within the right of way area should the City have to dig in the area or remove any part thereof for maintenance to City water and or sewer lines.

PROVIDED FURTHER that the privilege granted hereby may be modified or terminated by Columbia City Council at any time without notice to the Grantee, his successors and assigns.

PROVIDED FURTHER that a certificate of insurance be issued as evidence of general liability insurance with at least the minimum amount of \$600,000.00 for personal injury and property damage and naming the City as an insured, be provided to and filed annually with the City Clerk by Grantee, his successors and assigns, as required by Chapter 11, Licenses, Permits, Business Regulations, Article III, Contractors, Sec. 11-71, 1998 Code of Ordinances of the City of Columbia, South Carolina.



BE IT FURTHER ORDAINED that Grantee, in consideration of the above privilege, shall at his expense provide for protection and relocation of all utilities that might be within this area to the satisfaction of the City Manager.

Requested by:

Assistant City Manager Gentry

\_\_\_\_\_  
Mayor

Approved by:

\_\_\_\_\_  
City Manager

Approved as to form:

ATTEST:

  
Deputy City Attorney

\_\_\_\_\_  
City Clerk

Introduced:

Final Reading:

LEGAL DEPARTMENT DRAFT



**CITY COUNCIL  
ENCROACHMENT SUMMARY  
2017-112**



**100 BLOCK OF HARDEN STREET  
ADJACENT TO 110 HARDEN STREET  
LANDSCAPING**

|                              |                                                                                                                   |
|------------------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>Subject Property:</b>     | Triangular Right-of-Way within the 100 block of Harden Street adjacent to the 110 Harden Street, TMS #11310-05-18 |
| <b>Council District:</b>     | 3                                                                                                                 |
| <b>Proposal:</b>             | The applicant is requesting an encroachment for installation and maintenance of landscaping                       |
| <b>Applicant:</b>            | Shandon Neighborhood, LLC                                                                                         |
| <b>Staff Recommendation:</b> | Approval.                                                                                                         |

|                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Detail:</b> | <p>The applicant is requesting an encroachment for installation and maintenance of landscaping within the triangular ROW, as shown on the attached drawings.</p> <p>Conditions of the proposed encroachment are as follows:</p> <ol style="list-style-type: none"> <li>1. No item, including landscaping, shall be placed, planted or allowed to grow such that it creates a visual impediment to persons safely entering or exiting the driveway or to persons safely walking along the sidewalk. The City reserves the right to remove or cut any item located within the right of way which it deems to be a safety hazard.</li> <li>2. Grantee is responsible for all maintenance and assuring that all accessibility and ADA requirements are met and maintained.</li> <li>3. Grantee is responsible for all upkeep and maintenance of the improvements.</li> <li>4. Grantee is responsible for all costs and repair of the improvements within the right of way area should the City have to dig in the area or remove any part thereof for maintenance to City water and or sewer lines.</li> <li>5. Irrigation must be designed to avoid spraying walkways, sidewalk and streets and/or creating hazardous conditions upon walkways, sidewalks and streets.</li> <li>6. Obstructions of more than be four (4') feet in height are prohibited within the sight visibility triangle.</li> <li>7. All trees shall be protected and no large tree roots shall be removed from any existing trees.</li> <li>8. Grantee is responsible for all costs and repair of the improvements within the right of way area should the City have to dig in the area or remove any part thereof for maintenance to City water and or sewer lines.</li> </ol> |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**CITY AGENCY COMMENTS FOR ENCROACHMENT**

|                                  |                     |
|----------------------------------|---------------------|
| <b>Planning</b>                  | Recommend approval. |
| <b>Streets</b>                   | Recommend approval. |
| <b>Utilities and Engineering</b> | Recommend approval. |
| <b>Traffic Engineering</b>       | Recommend approval. |



|                         |                     |
|-------------------------|---------------------|
| <b>Forestry</b>         | Recommend approval. |
| <b>Land Development</b> | Recommend approval. |
| <b>Fire</b>             | Recommend approval. |



For a continuing encroachment on any type of property in which the City has an interest (i.e., rights of way, tree zone, sidewalk, streets), the person or entity is required to have an encroachment ordinance enacted by City Council permitting the encroachment. Encroachment ordinances are required for but not limited to: irrigation systems; landscaping; fencing; walls; pavers; walkways; outdoor dining items (chairs, tables, umbrellas, etc.); awnings; bollards and directional signs (i.e., churches) **Business signs are NOT permitted via an encroachment.** *An encroachment must comply with all existing City codes, rules and regulations, the Americans with Disabilities Act, if applicable, and is subject to review and approval by City staff. Enactment of the encroachment ordinance by a majority vote of City Council, which is a discretionary legislative act, is also required. In order to obtain an encroachment ordinance from the City of Columbia, it will be necessary for the City of Columbia to be named as an additional insured on your homeowners' policy with limits being increased to \$600,000 as required by Sec. 11-71. It is recommended that you contact your insurance provider to determine if it will name the City of Columbia as an additional insured prior to submitting your request for an encroachment ordinance. If you have any questions concerning these requirements, please contact Chip Timmons with Risk Management.*

Please complete and submit this form along with any attachment(s) to Shari Ardis by e-mail at slardis@columbiasc.net ; fax at 803-737-4250; or mail to Shari Ardis, Legal Department, POB 147 Columbia, SC 29217, for preparation of an encroachment ordinance. Copies to City departments should be directed to the contact person for that department as shown below and not through the Legal Department. Chip Timmons with Risk Management (733-8306 or catimmons@columbiasc.net ) should be contacted regarding the insurance requirements.

Date: 3/22/17 Property Owner: City of Columbia  
 Applicant's Name if different from Property Owner: Shandon Neighborhood Council, LLC  
 Contact Information: Telephone Number: 803-463-5600 Fax Number: n/a  
 Mailing address: 2315 Wilmot Ave. E-mail address: stevenaugustine@gmail.com  
 Encroachment Location (Address): Heyward St. and Harden St. Triangle  
 (If corner lot, include name and block number of side street, i.e., 1737 Main Street and 1100 block of Laurel Street)  
 Tax Map Number for Encroachment Location: n/a

Encroachment type: Wall Fence Columns Steps Irrigation System X Landscaping Driveway Pavers  
Walkway/Side walk Underground Utilities other

If Other - specify: \_\_\_\_\_

Dimensions (height/width/length): See Attachment A

(i.e., 6'x42' wooden privacy fence; two 12"x4' concrete step; two 12"x12" x24" brick columns; 4'x15' brick paver walkway)

Construction material: \_\_\_\_\_

Please provide photographs and drawing or site plan **drawn to scale** - no larger than 8-1/2 x 11.

**Church Directional Signs** (Must provide picture or drawing of proposed signs that reflect dimensions)

Location(s) signs are to be placed (i.e. Northeast corner of Main Street) \_\_\_\_\_



All work shall comply with the requirements of The City of Columbia and South Carolina Department of Transportation now in existence or hereafter enacted. The materials and type of finish to be used are to be approved by the City Engineer prior to installation. Any damage to the street or sidewalk caused by construction shall be repaired to the satisfaction of the City Manager. Improvements within the encroachment shall be maintained by the grantee at no cost to the City in a manner approved by the City Manager.

The proposed ordinance will be sent to the requesting party and City offices for review and approval. Johnathan Chambers will compile the recommendations and forward them to the City Clerk for scheduling before City Council. This process may take from 30-90 days.

| CONTACT            | DEPARTMENT                                        | PHONE        | FAX          | E-MAIL                    |
|--------------------|---------------------------------------------------|--------------|--------------|---------------------------|
| Johnathan Chambers | Development Services (Land Development)           | 803-545-3333 | 803-255-8935 | jchambers@columbiasc.net  |
| John Fellows       | Development Services (Planning)                   | 803-545-3222 | 803-733-8647 | jsfellows@columbiasc.net  |
| Brian Cook         | Development Services (Zoning)                     | 803-545-3332 | 803-733-8647 | kbcCook@columbiasc.net    |
| Jerry Thompson     | Development Services (Building Inspections)       | 803-545-3420 | 803-733-8699 | jthompson@columbiasc.net  |
| Zach Kay           | Development Services (Development Center)         | 803-545-3420 | 803-733-8699 | zpkay@columbiasc.net      |
| Amy Moore          | Development Services (Historic Preservation)      | 803-545-3222 | 803-733-8647 | aemoore@columbiasc.net    |
| Lucinda Statler    | Development Services (Urban Design)               | 803-545-0229 | 803-733-8647 | lsstatler@columbiasc.net  |
| Jerry Thompson     | Development Services (Commercial Plan Review)     | 803-545-3420 | 803-733-8647 | jthompson@columbiasc.net  |
| Scott Holder       | Development Services (Landscaping)                | 803-545-3218 | 803-255-8935 | jsholder@columbiasc.net   |
| Denny Daniels      | Utilities & Engineering (Construction Management) | 803-545-3400 | 803-988-8199 | jddaniels@columbiasc.net  |
| Robert Anderson    | Public Works (Administration)                     | 803-545-3780 | 803-733-8648 | raanderson@columbiasc.net |
| Robert Sweatt      | Public Works (Street Division)                    | 803-545-3790 | 803-545-3785 | rgsweatt@columbiasc.net   |
| David Brewer       | Public Works (Traffic Engineering)                | 803-545-3850 | 803-733-8648 | ddb Brewer@columbiasc.net |
| Sara Hollar        | Public Works (Forestry & Beautification)          | 803-545-3860 | 803-733-8648 | sehollar@columbiasc.net   |
| John Hooks         | Public Works (Solid Waste)                        | 803-545-3800 | 803-733-8648 | jphooks@columbiasc.net    |
| Chip Timmons       | Risk Management                                   | 803-733-8306 | 803-733-8245 | catimmons@columbiasc.net  |
| Kris Scott         | Fire Department                                   | 803-545-3736 | 803-401-8839 | cfkdscott@columbiasc.net  |
| Linda Matney       | Parking Services                                  | 803-545-3070 | 803-733-8523 | lsmatney@columbiasc.net   |

LR: 1/2017

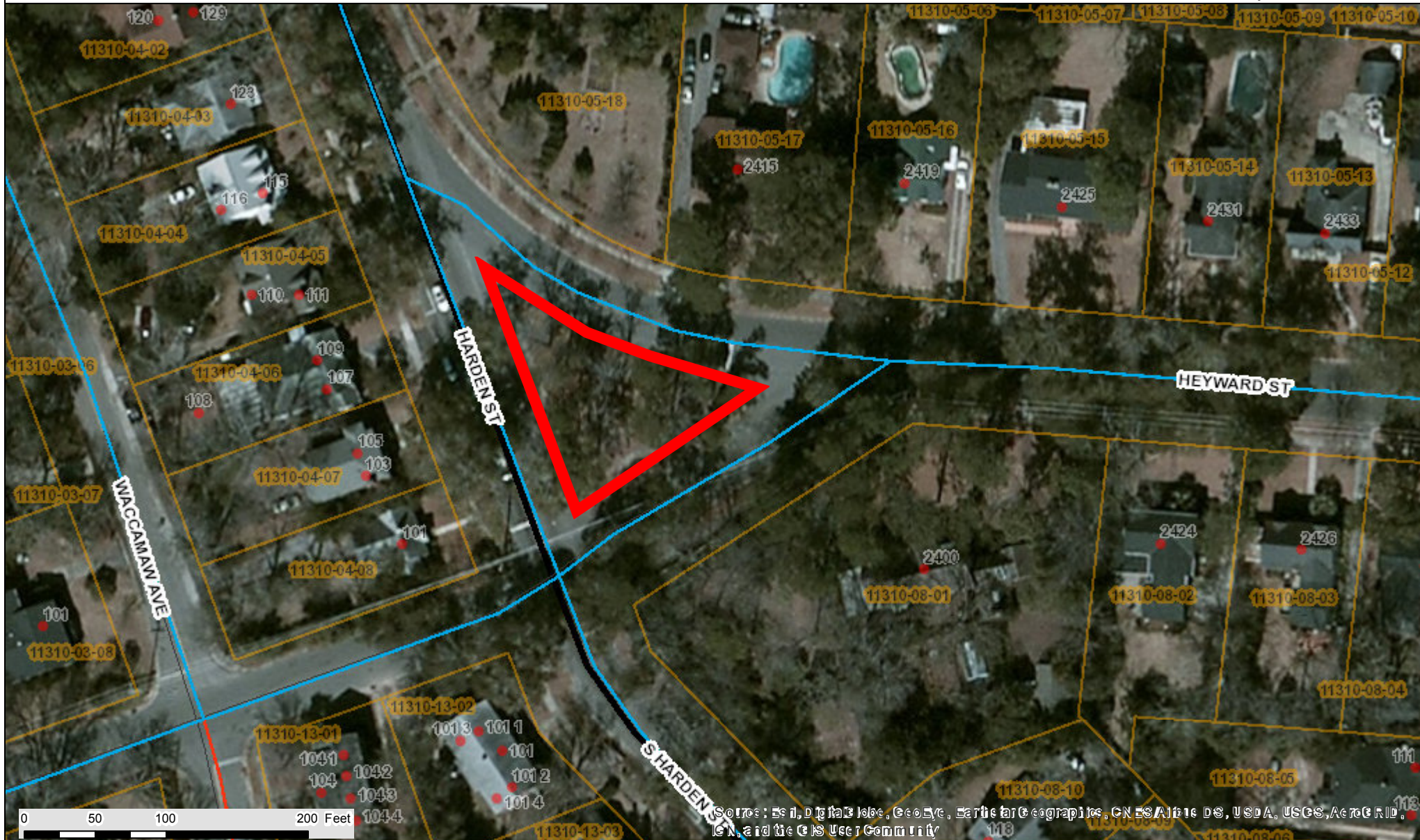




# City of Columbia

## Harden and Heyward Street Landscape Encroachment

Wednesday, March 22, 2017

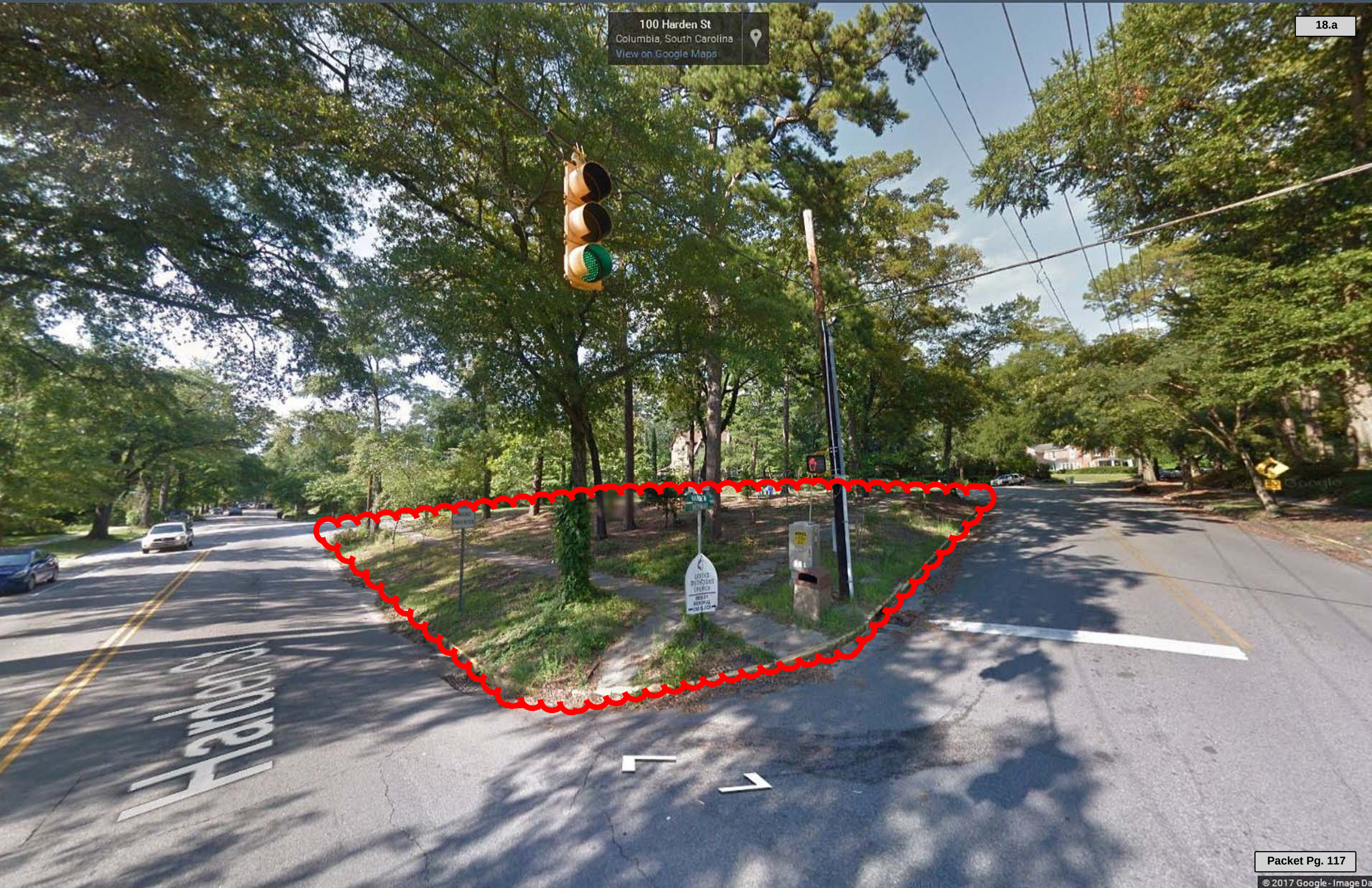


### CITY OF COLUMBIA GIS DATA DISCLAIMER

The City of Columbia GIS data represented on this map or plan is the product of compilation, as produced by others. It is provided for informational purposes only and the City of Columbia makes no representation as to its accuracy. Its use without field verification is at the sole risk of the user.









# ISLAND MASTER PLAN - OPTION A

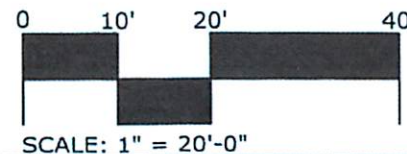
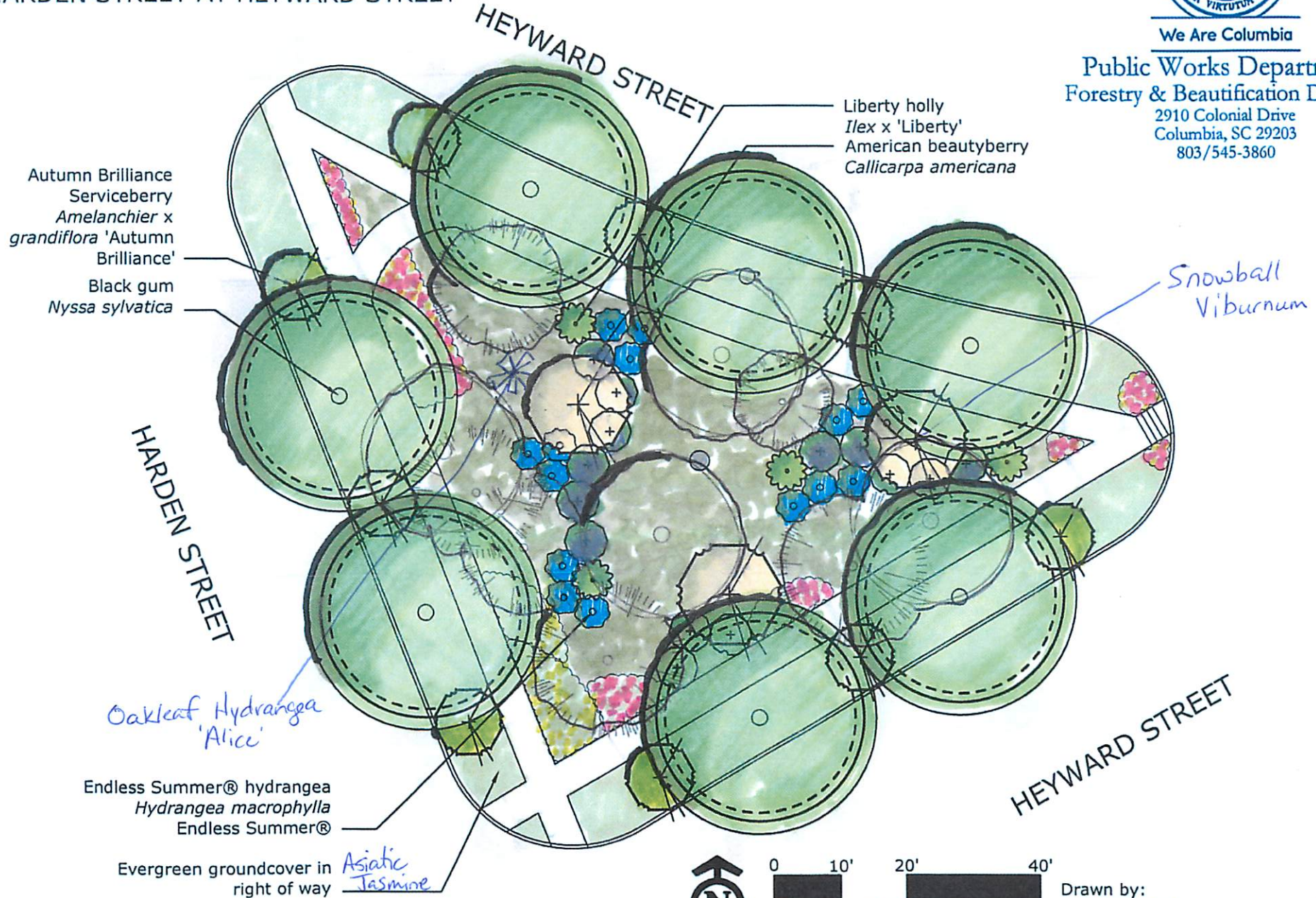
## HARDEN STREET AT HEYWARD STREET



We Are Columbia

Public Works Department  
Forestry & Beautification Division  
2910 Colonial Drive  
Columbia, SC 29203  
803/545-3860

18.a



Drawn by:  
Revision date:  
Release date:  
Revision number:

DMR  
6/14/16  
6/14/16





Steve Augustine &lt;stevenaugustine@gmail.com&gt;

---

**Fwd: Harden and Heyward Triangle**

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**George Crouch** <gcrouch1@gmail.com>  
To: Steve Augustine <stevenaugustine@gmail.com>

Tue, Dec 20, 2016 at 10:36 AM

This is some information from the city. Constructive comments.

See ya Wednesday.

----- Forwarded message -----

From: **Hollar, Sara** <sehollar@columbiasc.net>

Date: Fri, Nov 11, 2016 at 2:04 PM

Subject: Harden and Heyward Triangle

To: George Crouch <gcrouch1@gmail.com>, "mary roe (Mroe@palmettoconservation.org)" <Mroe@palmettoconservation.org>

Good Afternoon-

I attached the plan that I think works the best for both the neighborhood and the city. I have also outlined the responsibilities as we have discussed. I am not sure I have the capabilities to change the original drawing but I will try although I won't be able to by Monday. I have listed out the plant material below.

Trees (City)

7 Black Gum

9 Autumn Brilliance Serviceberry

3 Snowball Viburnum

4 Liberty Holly

Shrubs and Evergreen Ground Cover (Neighborhood)

14 American Beautyberry

15 Endless Summer Hydrangea

1 Alice Oakleaf Hydrangea

Asiatic Jasmine

There is also an area of Distylium 'Vintage Jade' near the birdbath that I did not include on the drawing but am fine with the plant material and location. I think the drawing called for 9 although I am not sure it will take that many.

Some of the existing trees that meet city removal guidelines will be removed and replaced with the trees shown on the plan. If there are existing trees that do not currently meet our guidelines, those will stay. When those trees meet our removal guidelines, they will be replaced according to this plan. Trees meet our removal guidelines when they are dead, dying, diseased or have significant structural defects.



The City will provide irrigation and make the needed upgrades for the additional plant material.

The neighborhood will be responsible for purchasing, planting and maintaining all plant material other than trees. The maintenance needs will vary by season and over time but may include replacements, cutting back and weeding. If the neighborhood opts to change or add shrubs in the future, we will want to review the plant material.

Once the neighborhood has reviewed and discussed, please let me know that the neighborhood is on board and we will move forward. Also, let me know if you have any additional questions or if I left anything out.

Thanks,



**Sara E. Hollar**, Superintendent  
Public Works—Forestry and Beautification Division

2910 Colonial Drive, Columbia, SC 29203

Phone: 803-545-3860

Fax: 803-733-8648

ColumbiaSC.net



2016\_11\_11\_13\_58\_22.pdf

422K



# CERTIFICATE OF LIABILITY INSURANCE

18.a

DATE (MM/DD/YYYY)

10/20/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| <b>PRODUCER</b><br>Jesse T. Reese, Inc.<br>2014 Assembly Street<br>P.O. Box 1026<br>Columbia, SC 29202 | <b>CONTACT NAME:</b> Joy Laber<br><b>PHONE (A/C, No, Ext):</b> (803) 799-9206<br><b>FAX (A/C, No):</b> (803) 252-1567<br><b>E-MAIL ADDRESS:</b> joy@jessetreese.com                                                                                                                                                                                                                                                                                                                            |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
|--------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------|------------------------------------------|--|-------------|--|-------------|--|-------------|--|-------------|--|-------------|--|
| <b>INSURED</b><br>Shandon Neighborhood Council<br>PO Box 5351<br>Columbia, SC 29250                    | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : Covington Specialty Ins. Co.</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A : Covington Specialty Ins. Co. |  | INSURER B : |  | INSURER C : |  | INSURER D : |  | INSURER E : |  | INSURER F : |  |
| INSURER(S) AFFORDING COVERAGE                                                                          | NAIC #                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
| INSURER A : Covington Specialty Ins. Co.                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
| INSURER B :                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
| INSURER C :                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
| INSURER D :                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
| INSURER E :                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |
| INSURER F :                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                               |        |                                          |  |             |  |             |  |             |  |             |  |             |  |

## COVERAGES

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR                                                                                                                                       | TYPE OF INSURANCE                                                                                                                     | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                               |                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|----------------------------------------------------------------------|---------------------------------------|
| A                                                                                                                                              | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY                                                                      |           |          | VBA544578     | 10/17/17                | 10/17/18                | EACH OCCURRENCE                                                      |                                       |
|                                                                                                                                                | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR                                                        | X         |          |               |                         |                         | DAMAGE TO RENTED PREMISES (Each occurrence)                          |                                       |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | MED EXP (Any one person)                                             |                                       |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | PERSONAL & ADV INJURY                                                |                                       |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | GENERAL AGGREGATE                                                    |                                       |
| GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |                                                                                                                                       |           |          |               |                         |                         | <td>\$1,000,000</td>                                                 | \$1,000,000                           |
|                                                                                                                                                | <b>AUTOMOBILE LIABILITY</b>                                                                                                           |           |          |               |                         |                         | <td>COMBINED SINGLE LIMIT (Each accident)</td>                       | COMBINED SINGLE LIMIT (Each accident) |
|                                                                                                                                                | <input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> HIRED AUTOS                 |           |          |               |                         |                         | <td>BODILY INJURY (Per person)</td>                                  | BODILY INJURY (Per person)            |
|                                                                                                                                                | <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS                                                  |           |          |               |                         |                         | <td>BODILY INJURY (Per accident)</td>                                | BODILY INJURY (Per accident)          |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | <td>PROPERTY DAMAGE (Per accident)</td>                              | PROPERTY DAMAGE (Per accident)        |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | <td></td>                                                            |                                       |
|                                                                                                                                                | <b>UMBRELLA LIAB</b>                                                                                                                  |           |          |               |                         |                         | EACH OCCURRENCE                                                      |                                       |
|                                                                                                                                                | <b>EXCESS LIAB</b>                                                                                                                    |           |          |               |                         |                         | AGGREGATE                                                            |                                       |
|                                                                                                                                                | <input type="checkbox"/> OCCUR<br><input type="checkbox"/> CLAIMS-MADE                                                                |           |          |               |                         |                         |                                                                      |                                       |
|                                                                                                                                                | DED <input type="checkbox"/> RETENTION \$                                                                                             |           |          |               |                         |                         |                                                                      |                                       |
|                                                                                                                                                | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>                                                                                  |           |          |               |                         |                         | <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER |                                       |
|                                                                                                                                                | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | Y / N     | N / A    |               |                         |                         | <td>E.L. EACH ACCIDENT</td>                                          | E.L. EACH ACCIDENT                    |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | <td>E.L. DISEASE - EA EMPLOYEE</td>                                  | E.L. DISEASE - EA EMPLOYEE            |
|                                                                                                                                                |                                                                                                                                       |           |          |               |                         |                         | <td>E.L. DISEASE - POLICY LIMIT</td>                                 | E.L. DISEASE - POLICY LIMIT           |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Columbia is listed as an additional insured.  
 fax 988-8014

102017

## CERTIFICATE HOLDER

## CANCELLATION

|                                                                                |                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City of Columbia<br>PO Box 147<br>Columbia, SC 29202<br><br>Fax: (803)988-8014 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE <span style="float: right;">&lt;JWL&gt;</span> |
|--------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Legal

**FROM:** *Shari Ardis, Legal Office Manager*

**SUBJECT:** Resolution No.: R-2017-122 - Authorizing consumption of beer and wine only at the “St. Pat’s in Five Points Festival” and authorizing the City Manager and the Parks and Recreation Director to sign Park Rules for the St. Pat's in Five Points Festival

**FINANCIAL IMPACT:**

**ATTACHMENTS:**

- **#a:** R-2017-122 St. Pat's (March 17) (PDF)



**RESOLUTION NO.: R-2017-122**

*Authorizing consumption of beer and wine only at the "St. Pat's in Five Points Festival" and authorizing the City Manager and the Parks and Recreation Director to sign Park Rules for the St. Pat's in Five Points Festival*

WHEREAS, the Five Points Association is sponsoring the "St. Pat's in Five Points Festival" to raise funds for charity, beautification and revitalization of the Five Points area on Saturday, March 17, 2018, with inclement weather contingencies to include Saturday night and Sunday, March 18, 2018; and,

WHEREAS, the Association has requested the temporary closing and use of the 2100 block of Greene Street from 8:00 a.m. Friday, March 16, 2018 until 9:00 p.m. Saturday, March 17, 2018; the 600 block of Harden Street, from 3:00 p.m. Friday, March 16, 2018 until 9:00 p.m. Saturday, March 17, 2018; that Blossom Street between Pickens Street and Heidt Street; Greene Street between Laurens Street and Heidt Street; Devine Street between Saluda Avenue and Millwood Avenue; Saluda Avenue between Blossom Street and Greene Street, Harden Street between Blossom Street and College Street, Pavilion Avenue between College Street and Santee Avenue, Santee Avenue from Blossom Street to Heidt Street and College Street from railroad tracks to Pine Street on Friday, March 16, 2018 from 8:00 a.m. until 9:00 p.m. Saturday, March 17, 2018, for preparation and staging of the area for an outdoor event to be held on Saturday, March 17, 2018 between 7:30 a.m. and 7:00 p.m., and for patrons to consume beer and wine at the event during the hours of 9:00 a.m. and 6:30 p.m.; and,

WHEREAS, the Association has requested permission to conduct sidewalk sales as part of the celebration; and,

WHEREAS, the Association has requested that the City Manager and the Parks and Recreation Director be authorized to sign the attached "Park Rules for the Five Points Association and merchants to Conduct Street and Sidewalk Sales for St. Pat's in Five Points Festival" so that the rules may be posted at all entrances into the event area; and,

WHEREAS, it has been determined that such an event would be in the best public interest; NOW, THEREFORE,

BE IT RESOLVED by the Mayor and Council this \_\_\_ day of \_\_\_\_\_, 2017, that between the hours of 7:30 a.m. and 7:00 p.m. on Saturday, March 17, 2018, (and in the event of inclement weather, from 1:00 p.m. to 6:00 p.m. Sunday, March 18, 2018) that Blossom Street between Pickens Street and Heidt Street; Greene Street between Laurens Street and Pavillion Avenue; Devine Street between Saluda Avenue and Heidt Street; Saluda Avenue between Greene Street and Blossom Street and Harden Street between Blossom Street and College Street, merchants in Five Points are authorized to operate sale booths for items normally sold in their course of business on the sidewalks immediately in front of their places of business, and that the sale of beer and wine beverages only is authorized between the hours of 9:00 a.m. and 6:30 p.m. on Saturday, March 17, 2018; and,

BE IT FURTHER RESOLVED that the City Manager and Parks and Recreation Director are hereby authorized to sign the attached "Park Rules for the Five Points Association and merchants of Conduct Street and Sidewalk Sales for St. Pat's in Five Points Festival" and that the rules shall be posted at all entrances into the event area; and

BE IT FURTHER RESOLVED that outdoor possession and consumption of beer and wine beverages, all outdoor musical performances and use of sound-amplifying devices shall end by 10:00 p.m. due to the proximity of the event to residential properties; and,

BE IT FURTHER RESOLVED that possession and consumption of alcoholic liquors or alcoholic beverages other than beer and/or wine beverages within the event area is prohibited; and,

BE IT FURTHER RESOLVED that VIP tents or VIP areas for the possession and consumption of alcoholic liquors or alcoholic beverages, other than beer or wine beverages, within the event area are prohibited; and,

BE IT FURTHER RESOLVED that organizer is responsible or shall make arrangements for the cleanup of all trash and debris within the festival area and within the designated area of impact as shown on the attached drawing, and shall place same in the roll carts provided by the City. Any overflow of trash and debris shall be placed in garbage bags with the



top securely closed and placed beside the City roll carts. The number of roll carts needed for the event shall be determined by organizer and the City Solid Waste Division prior to the event and placed throughout the event area to ensure that trash and debris are well contained. Roll carts and bagged trash and debris shall be returned to the collection point designated by the City in a timely manner. If the organizer has not opted to use City services to clean up the festival area and within the designated area of impact as shown on the attached drawing, any costs incurred by the City in removing loose trash and debris within the festival area and within the designated area of impact as shown on the attached drawing, which the organizer has failed to clean up, shall be billed to and paid by the organizer; and,

BE IT FURTHER RESOLVED that street sales of arts and crafts items (to be defined as items which are in whole or in part handmade and not items purchased for resale) and food and beverage items and game booths be permitted and that the Association be authorized to determine and allocate available space to vendors and to charge reasonable fees to cover its costs in promoting and operating the festival. The Association may limit the number of vendors based on the space available. The Five Points Association sponsored beer sales are authorized between 9:00 a.m. and 6:30 p.m. on Saturday, March 17, 2018. The Five Points Association sponsored food sales will stop at 7:00 p.m. on Saturday, March 17, 2018. In the event of inclement weather on Saturday, March 17, 2018, beer sales shall be extended through 9:30 p.m. and food sales shall be extended through 10:00 p.m. The Association shall prescribe the required application form and appropriate deadline for receiving application; and,

BE IT FURTHER RESOLVED that all vendors be restricted to stationary location and the Association shall approve or disapprove all amplified entertainment activities; and,

BE IT FURTHER RESOLVED that only pedestrian traffic will be allowed within the area designated on the attached map. All other traffic, including, but not limited to, automobiles, trucks, motorcycles, mopeds, bicycles, skateboards, and horses, except police horses, are prohibited. Pets shall be prohibited. Coolers, glass bottles, breakable glasses and/or breakable cups, and backpacks shall be prohibited in the festival area as designated on the attached map; and,

BE IT FURTHER RESOLVED that during the designated time the area shown on the attached map is designated to be a Public Park and provisions of Chapter 15, Parks and Recreation, Sec. 15-1, 15-2 and 15-3, 1998 Code of Ordinances of the City of Columbia, South Carolina are in effect. Pursuant to Chapter 14, Offenses and Miscellaneous Provisions, Article IV, Offenses Against the Public Peace and Order, Sec. 14-99, 1998 Code of Ordinances of the City of Columbia, South Carolina, the area designated on the attached map is deemed to be the site of a public festival at which alcoholic beverages may be consumed and the prohibition against possession or consumption of alcoholic beverages as set forth in Sec. 14-99 shall not apply, however, possession and consumption of alcoholic beverages shall be permitted only in containers provided by the Five Points Association within the area designated.

BE IT FURTHER RESOLVED that in the event of inclement weather on Saturday, March 17, 2018, the Festival's hours of operation will be extended until 10:00 p.m. Furthermore, depending on the amount of rain during the event Saturday March 17, 2018, and in the sole judgment of the Five Points Association, its Board of Directors and the St. Pat's in Five Points Committee, the event will also be extended to include Sunday, March 18, 2018, between the hours of 1:00 p.m. and 6:00 p.m.; and,

BE IT FURTHER RESOLVED that in the event of inclement weather the event is extended to include Sunday, March 18, 2018, beer sales shall be authorized between the hours of 1:00 p.m. and 5:30 p.m. and food sales shall be authorized between the hours of 1:00 p.m. and 6:00 p.m. on Sunday, March 18, 2018; and,

PROVIDED, FURTHER, the street and sidewalk sale shall be allowed during either of these dates and hours of operation as listed above.

PROVIDED, FURTHER, that in the event that it does not rain, that Santee Avenue between Blossom Street and Heidt Street shall be closed to through traffic, and parking by non-residents shall be prohibited within Blossom Street between Pickens Street and Heidt Street; Greene Street between Laurens Street and Heidt Street; Devine Street between Saluda Avenue and Heidt Street; Saluda Avenue between Greene Street and Blossom Street, Harden Street between Blossom Street and College Street, Pavilion Avenue between College Street and Santee Avenue, Santee Avenue between Blossom Street and Heidt Street and College Street from railroad tracks to Pine Street between the hours of 8:00 a.m. and 11:00



p.m. Saturday, March 17, 2018. In the event of inclement weather, the streets shall be closed through 3:00 a.m. Sunday March 18, 2018.

PROVIDED, FURTHER, in the event of inclement weather on Saturday, March 17, 2018, that Santee Avenue between Blossom Street and Heidt Street shall be closed to through traffic, and parking by non-residents shall be prohibited within Blossom Street between Pickens Street and Heidt Street; Greene Street between Laurens Street and Heidt Street; Devine Street between Saluda Avenue and Heidt Street; Saluda Avenue between Greene Street and Blossom Street, Harden Street between Blossom Street and College Street, Pavilion Avenue between College Street and Santee Avenue, Santee Avenue between Blossom Street and Heidt Street and the College Street from railroad tracks to Pine Street shall be closed to through traffic, and parking by non-residents shall be prohibited, Sunday, March 18, 2018, between the hours of 12:01 a.m. and 8:00 p.m.

PROVIDED, FURTHER, that the event organizer shall provide the names and cell phone numbers of a least two contact persons who can receive complaints during the event, including any set up and breakdown times. The cell phones shall remain on at all times during the event and during any set up and breakdown time.

PROVIDED, FURTHER, that failure of the event organizer to strictly comply with the time frames and other requirements and responsibilities set forth in this resolution may result in a denial of subsequent requests to allow the event.

PROVIDED, HOWEVER, that sidewalks shall not be obstructed for pedestrian traffic in violation of Sec. 22-72, 1998 Code of Ordinances of the City of Columbia, South Carolina, and that no solicitation or transactions be made in violation of Sec. 14-32, 1998 Code of Ordinances of the City of Columbia, South Carolina, and that no vendor locations be allowed on any street not closed by the Mayor and Council during the period of celebration.

Requested by:

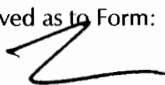
Assistant City Manager Gentry

\_\_\_\_\_  
Mayor

Approved By:

\_\_\_\_\_  
City Manager

Approved as to Form:

  
\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Introduced:

Final Reading:



**Park Rules for the Five Points Association to Conduct Street and Sidewalk Sales for  
St. Pat's in Five Points Festival 2018  
(R-2017-122)**

WHEREAS, Columbia City Council adopted Resolution R-2017-122 on \_\_\_\_\_ allowing the Five Points Association to Conduct Street and Sidewalk Sales for "St. Pat's In Five Points Festival" to be held on Saturday, March 17, 2018 with inclement weather contingencies for Sunday, March 18, 2018, in the Five Points area bounded by Gervais, Blossom, Heidt, and Lauren Streets; and,

WHEREAS, certain areas of the public rights of way and public property have been designated as a public park for the event as more particularly set forth in Resolution R-2017-122, which is incorporated herein by specific reference thereto; and,

WHEREAS, the City's Parks and Recreation Department hereby authorizes the use of the public park designated by Resolution R-2016-084 for the Five Points Association to Conduct Street and Sidewalk Sales for "St. Pat's In Five Points Festival"; and,

WHEREAS, City Ordinance Sec. 15-1 (12) and Sec. 15-3 permit the Director of Parks and Recreation to promulgate rules and regulations within a public park, subject to the approval of the City Manager; and,

WHEREAS, it is anticipated that a large number of City of Columbia citizens and visitors will attend the event and will be allowed to consume beer and wine within the public park; and,

WHEREAS, in order to promote the general health, safety and welfare of the citizens of the City of Columbia and visitors attending the event, I find it necessary to promulgate rules and regulations to apply within the public park established pursuant to Resolution R-2017-122; NOW, THEREFORE

The following additional park rules are hereby promulgated for the Five Points Association to Conduct Street and Sidewalk Sales for "St. Pat's In Five Points Festival" and shall apply within the area designated as a public park:

1. There shall be no re-entry into the designated park area without repayment of an admission fee.
2. Over age twenty-one (21) wristbands from the identification check station are required for patrons to consume beer or wine in the designated park area.
3. All persons under the age of sixteen (16) must be accompanied by an adult.
4. No glass containers are allowed.
5. No coolers, outside food or beverages (including alcohol) are allowed.
6. No backpacks or bags are allowed.
7. Only beer and wine are permitted. No other alcoholic beverages of any kind are allowed, unless within an area permitted by an existing encroachment ordinance which permits the serving of beer, wine and other alcoholic beverages during its normal course of business.
8. All beer and wine must be served and consumed from a plastic cup, a plastic bottle, an aluminum can or an aluminum bottle.
9. No pets are allowed.

Violation of these rules may result in criminal prosecution.

The aforesaid rules shall be prominently displayed on signage which shall be located at all entrances into the designated park area.

City of Columbia

BY: \_\_\_\_\_

Date: \_\_\_\_\_

ITS: Parks and Recreation Director

I hereby approve the foregoing park rules this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

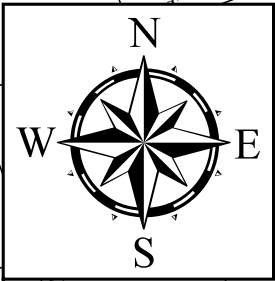
City of Columbia

BY: \_\_\_\_\_

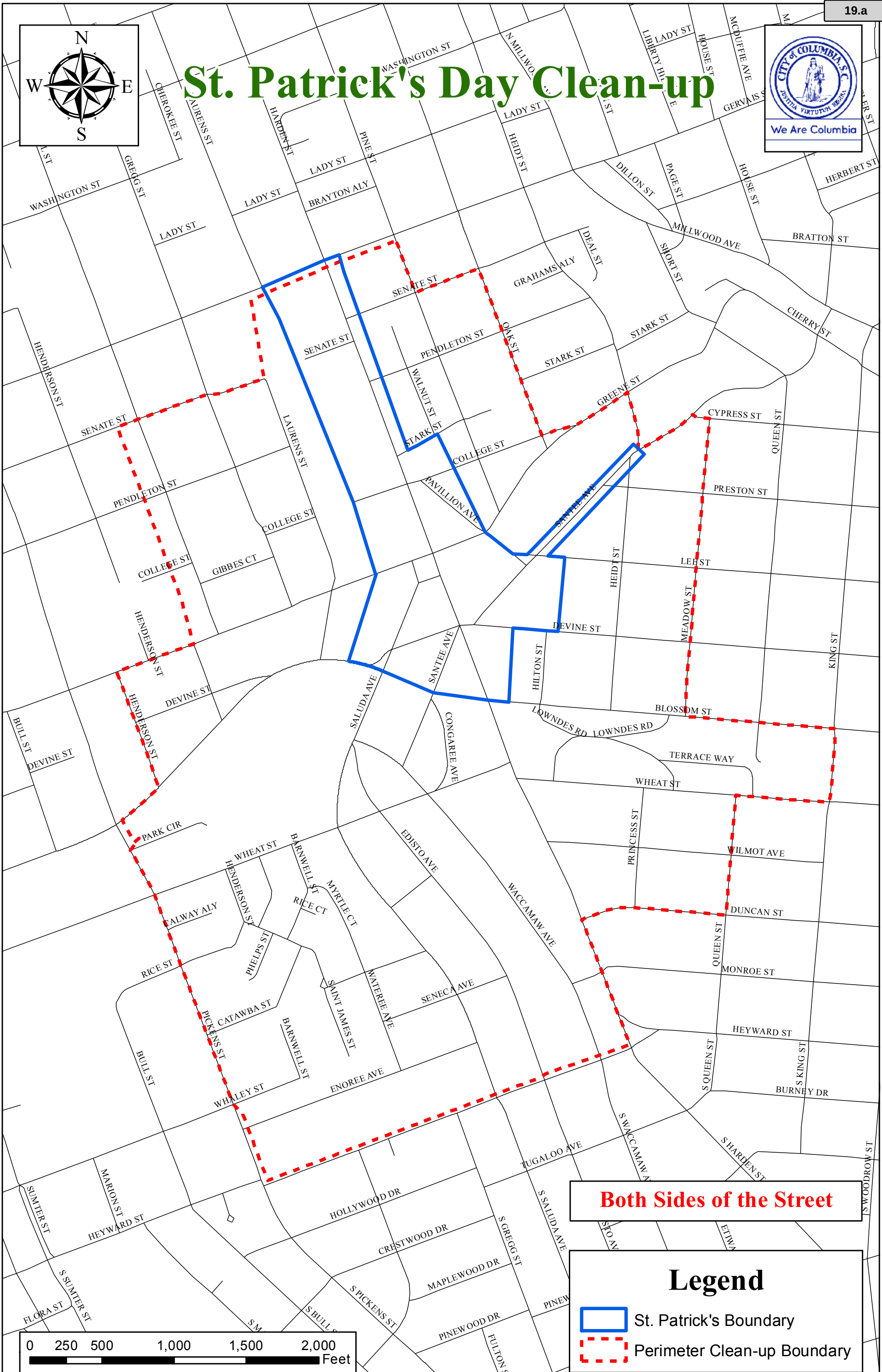
Teresa B. Wilson

ITS: City Manager





# St. Patrick's Day Clean-up



**Both Sides of the Street**

### Legend

-  St. Patrick's Boundary
-  Perimeter Clean-up Boundary

0 250 500 1,000 1,500 2,000 Feet



DATE: 12/4/17

NAME OF REQUESTOR Five Points Association/Amy Beth Franks

EVENT NAME/PURPOSE (i.e., St. Patrick's/Charity Fund-raiser)

36th Annual St. Pat's in Five Points - Community Event/Fundraiser

DATE(S) OF EVENTS: March 17, 2018

LOCATION OF EVENT  
(i.e., Amphitheater area  
of Finlay Park; 1200 and 1300  
blocks of Main Street)

Five Points District

STREET(S) TO BE CLOSED  
(i.e., 1200 and 1300 blocks of  
Main Street and 1100 and 1200  
blocks of Lady Street)

Blossom Street (Pickens to Heidt), Greene Street (Laurens to Heidt), Devine Street (Saluda to Millwood (parade + race), Saluda Avenue (Greene to Blossom), Harden Street (Blossom to College), Pavilion Avenue (College to Santee), Santee Avenue (Blossom to Heidt), College Street (from railroad tracks to Pine)

Surrounding neighborhoods for parking considerations

HOURS FOR STREET(S) TO BE CLOSED  
(i.e., 5:00 p.m. - 12:00 a.m.)  
ALLOW TIME FOR SET UP/CLEAN UP2100 block of Greene Street - 8 am Friday, March 16, 2018  
2000 block of College Street - 8 am Friday, March 16, 2018  
600 block of Harden Street - 3 pm Friday, March 16, 2018  
Pavilion Avenue (College to Santee) - 3 pm Friday, March 16, 2018  
All other roads/streets - 2 am Saturday, March 17, 2018HOURS OF EVENT  
(i.e., 6:00 p.m. - 10:00 p.m.)

7:30 am - 7:00 pm

HOURS OF SERVICE OF BEER/WINE  
(Service should end one-half hour prior to  
end of event, i.e., event is 6-10 p.m., beer/  
wine service is 6-9:30 p.m.)

9 am - 6:30 pm

Please submit requests by mail, e-mail or fax at least **sixty (60) days in advance of the event** to allow for preparation and review of the Resolution and scheduling on Council's agenda. Requests may be sent by e-mail ([slardis@columbiasc.net](mailto:slardis@columbiasc.net)), fax (737-4250) or mail, POB 147, Columbia, SC 29217. A draft Resolution will be prepared and forwarded for your review as well as to the Police Department Special Events office and to Parks and Recreation if the event is to be held in a City park.

PLEASE NOTE: **This form should only be used for public events where beer and/or wine are to be sold and consumed on City property** (i.e., Five After Five, St. Patrick's Festival, Concerts in Finlay Park, etc.).

This form **should not** be used to request use of City property for **private** events (birthday, retirement, anniversary parties, etc.) nor for sidewalk sales. Requests for private events at City parks should be made through the Parks and Recreation Department. Requests for sidewalk sales should be made to the City Manager.

Legal Department - Shari Ardis; 737-4242; [slardis@columbiasc.net](mailto:slardis@columbiasc.net)  
Police Department Special Events - Officer Robert Hall; 545-3535; [rjhall@columbiasc.net](mailto:rjhall@columbiasc.net)  
Parks and Recreation - Loretta Coleman; 545-3100; [lcoleman@columbiasc.net](mailto:lcoleman@columbiasc.net)

Submit by Email





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Public & Media Relations

**FROM:** *Leshia Utsey, Director*

**SUBJECT:** City's LIGHT Employee Recognition - Ms. Teresa Wilson, City Manager

**PURPOSE:** Columbia Firefighter Jessie Bussey

**FINANCIAL IMPACT:**

**CLEAN WATER 2020?:** No

On Sunday, October 1, 2017, Assistant Fire Chief Greg Bailey of the Couchton Fire Department in Aiken County went into CARDIAC ARREST while participating in the 4th Annual 9/11 Silent Walk.

Immediate aid was given to him by fellow Firefighter Jessie Bussey from the Columbia Fire Department and a volunteer firefighter from the Couchton Fire & Rescue Department.





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Legal

**FROM:** *Shari Ardis, Legal Office Manager*

**SUBJECT:** Ordinance No.: 2017-115 - Amending the 1998 Code of Ordinances of the City of Columbia, South Carolina, Chapter 21, Stormwater Management and Sedimentation Control, Article III, Flood Damage Prevention, Division 1, Generally, Sec. 21-127 Basis for establishing areas of special flood hazard

**FINANCIAL IMPACT:**

**ATTACHMENTS:**

- **#a:** 2017-115 amend Sec. 21-127 Basis for establishing areas of special flood hazard (PDF)



**ORDINANCE NO.: 2017-115**

*Amending the 1998 Code of Ordinances of the City of Columbia, South Carolina, Chapter 21, Stormwater Management and Sedimentation Control, Article III, Flood Damage Prevention, Division 1, Generally, Sec. 21-127 Basis for establishing areas of special flood hazard*

BE IT ORDAINED by the Mayor and Council this \_\_\_\_ day of \_\_\_\_\_, 2018, that the 1998 Code of Ordinances of the City of Columbia, South Carolina, Chapter 21, Stormwater Management and Sedimentation Control, Article III, Flood Damage Prevention, Division 1, Generally, Sec. 21-127 Basis for establishing areas of special flood hazard, is amended to read as follows:

**Sec. 21-127. Basis for establishing areas of special flood hazard.**

Adoption of Letter of Map Revisions (LOMR) – All LOMRs that are issued in the areas identified in this ordinance are hereby adopted.

The areas of special flood hazard identified by the Federal Emergency Management Agency in its flood insurance study for the county at the following map numbers with effective dates are declared to be a part of this article:

| Map Number   | Effective Date    |
|--------------|-------------------|
| 45079C00945L | December 21, 2017 |
| 45079C0165L  | December 21, 2017 |
| 45079C0210L  | December 21, 2017 |
| 45079C0230L  | December 21, 2017 |
| 45079C0235L  | December 21, 2017 |
| 45079C0236L  | December 21, 2017 |
| 45079C0237L  | December 21, 2017 |
| 45079C0255L  | December 21, 2017 |
| 45079C0260L  | December 21, 2017 |
| 45079C0261L  | December 21, 2017 |
| 45079C0262L  | December 21, 2017 |
| 45079C0263L  | December 21, 2017 |
| 45079C0264L  | December 21, 2017 |
| 45079C0270L  | December 21, 2017 |
| 45079C0280L  | December 21, 2017 |
| 45079C0285L  | December 21, 2017 |
| 45079C0295L  | December 21, 2017 |
| 45079C0325L  | December 21, 2017 |
| 45079C0241L  | December 21, 2017 |
| 45079C0242L  | December 21, 2017 |
| 45079C0376L  | December 21, 2017 |
| 45079C0377L  | December 21, 2017 |
| 45079C0379L  | December 21, 2017 |
| 45079C0138L  | December 21, 2017 |
| 45079C0383L  | December 21, 2017 |



LEGAL DEPARTMENT DRAFT

|                                    |                                |
|------------------------------------|--------------------------------|
| 45079C0405L                        | December 21, 2017              |
| 45079C0410L                        | December 21, 2017              |
| <del>45063C0133F</del> 45069C0133G | July 17, 1995 February 9, 2000 |
| <del>45063C0134F</del> 45069C0134G | July 17, 1995 February 9, 2000 |
| 45079C0094L                        | December 21, 2017              |
| 45079C0164L                        | December 21, 2017              |
| 45079C0168L                        | December 21, 2017              |
| 45079C0208L                        | December 21, 2017              |
| 45079C0209L                        | December 21, 2017              |
| 45079C0207L                        | December 21, 2017              |
| 45079C0206L                        | December 21, 2017              |
| 45079C0226L                        | December 21, 2017              |
| 45079C0228L                        | December 21, 2017              |
| 45079C0229L                        | December 21, 2017              |
| 45079C0236L                        | December 21, 2017              |
| 45079C0237L                        | December 21, 2017              |
| 45079C0238L                        | December 21, 2017              |
| 45079C0239L                        | December 21, 2017              |
| 45079C0243L                        | December 21, 2017              |
| 45079C0244L                        | December 21, 2017              |
| 45079C0242L                        | December 21, 2017              |
| 45079C0241L                        | December 21, 2017              |
| 45079C0233L                        | December 21, 2017              |
| 45079C0234L                        | December 21, 2017              |
| 45079C0251L                        | December 21, 2017              |
| 45079C0252L                        | December 21, 2017              |
| 45079C0254L                        | December 21, 2017              |
| 45079C0253L                        | December 21, 2017              |
| 45079C0261L                        | December 21, 2017              |
| 45079C0262L                        | December 21, 2017              |
| 45079C0264L                        | December 21, 2017              |
| 45079C0263L                        | December 21, 2017              |
| 45079C0270L                        | December 21, 2017              |
| 45079C0266L                        | December 21, 2017              |
| 45079C0267L                        | December 21, 2017              |
| 45079C0259L                        | December 21, 2017              |
| 45079C0258L                        | December 21, 2017              |
| 45079C0257L                        | December 21, 2017              |
| 45079C0276L                        | December 21, 2017              |
| 45079C0277L                        | December 21, 2017              |
| 45079C0279L                        | December 21, 2017              |
| 45079C0278L                        | December 21, 2017              |
| 45079C0290L                        | December 21, 2017              |
| 45079C0295L                        | December 21, 2017              |
| 45079C0285L                        | December 21, 2017              |



|             |                   |
|-------------|-------------------|
| 45079C0281L | December 21, 2017 |
| 45079C0325L | December 21, 2017 |
| 45079C0315L | December 21, 2017 |
| 45079C0405L | December 21, 2017 |
| 45079C0410L | December 21, 2017 |
| 45079C0382L | December 21, 2017 |
| 45079C0381L | December 21, 2017 |
| 45079C0383L | December 21, 2017 |
| 45079C0387L | December 21, 2017 |
| 45079C0379L | December 21, 2017 |
| 45079C0378L | December 21, 2017 |
| 45079C0376L | December 21, 2017 |
| 45079C0377L | December 21, 2017 |
| 45079C0357L | December 21, 2017 |
| 45079C0356L | December 21, 2017 |
| 45079C0358L | December 21, 2017 |
| 45079C0359L | December 21, 2017 |

Requested by:

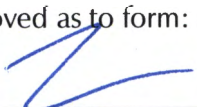
Assistant City Manager Shealy

Mayor

Approved by:

City Manager

Approved as to form:

  
City Attorney

ATTEST:

City Clerk

Introduced:

Final Reading:

LEGAL DEPARTMENT DRAFT





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Legal

**FROM:** *Shari Ardis, Legal Office Manager*

**SUBJECT:** Ordinance No.: 2018-002 - Amending Ordinance 2016-036 to Adopt the Budget for the City of Columbia, South Carolina, for the Fiscal Year ending June 30, 2017

**FINANCIAL IMPACT:**

**ATTACHMENTS:**

- **#a:** 2018-002 amend 2016-036 adopting 2016-2017 budget (PDF)
- **#b:** Memo - Bdgt Amend USC Pkg Gar 1.8.18 (PDF)



**ORDINANCE NO.: 2018-002**

*Amending Ordinance 2016-036 to Adopt the Budget for the City of Columbia,  
South Carolina, for the Fiscal Year ending June 30, 2017*

WHEREAS, the City of Columbia, South Carolina adopted its budget for the fiscal year ending June 30, 2017 by Ordinance No.: 2016-036 enacted on June 21, 2016; and,

WHEREAS, in order to eliminate fund deficits it is necessary to make certain amendments to the FY 2016-2017 General Fund budget; and,

BE IT ORDAINED by the Mayor and Council this \_\_\_\_ day of \_\_\_\_\_, 2018 that the general fund for budget year FY 2016-2017 be amended as follows:

- I. Budgeted transfers in the General Fund are hereby amended, as follows:
  - A. Special Items \$13,864,141.58
- II. Budgeted transfers out of the General Fund are amended, as follows:
  - A. Debt Service \$13,864,141.58

This ordinance is effective as of final reading.

Requested by:

Budget & Program Management Director

\_\_\_\_\_  
Mayor

Approved by:

\_\_\_\_\_  
City Manager

Approved as to form:

  
Deputy City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Introduced:

Final Reading:





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**TO:** Missy Caughman, Budget & Program Management Director

**FROM:** Jeff Palen, Assistant City Manager, Finance and Economic Services

**SUBJECT:** Budget Amendment – FY 2017

**DATE:** 1/8/2018

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On 12/6/2016, Columbia City Council approved ordinance (Ord. No.: 2016-110) to sell the Horizon Garage parcel and the Discovery Garage parcel to the USC Development Foundation. During this transaction, the USC Development Foundation paid the outstanding bonds off in the amount of \$13,864,141.58. As this is recognized as both a revenue and an expenditure within our governmental funds, please prepare a budget amendment for Fiscal Year 2016/17 as this occurred in March 2017.





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** Traffic Engineering

**FROM:** *David Brewer,*

**SUBJECT:** Council is asked to approve the Installation of one (1) Temporary Speed Hump on Airport Boulevard in the Rosewood Neighborhood, as requested by the Public Works Department.

**PURPOSE:** The neighborhood wishes to use the temporary speed hump (owned by the Public Works Department) on Airport Boulevard (a City-owned roadway) on a 90-day trial basis to allow residents to review its effectiveness before proceeding with permanent installations in other areas.

The Columbia Fire Department and Police Department reviewed and approved this request.

**FINANCIAL IMPACT:**

**CLEAN WATER 2020?:** No

**ATTACHMENTS:**

- **#a:** Rosewood Temporary Speed Hump to CC.docx (PDF)
- **#b:** Airport Blvd. Temporary Speed Hump (PDF)





EVERYONE COUNTS, EVERYONE CONTRIBUTES, EVERYONE BENEFITS

CITY OF COLUMBIA  
PUBLIC WORKS DEPARTMENT  
TRAFFIC ENGINEERING DIVISION

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INTEROFFICE MEMORANDUM

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**TO:** Robert Anderson, Director of Public Works

**FROM:** David D. Brewer, City Traffic Engineer

**SUBJECT:** Traffic Calming – Rosewood Neighborhood

**DATE:** December 18, 2017

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In response to a request from residents of the Rosewood Neighborhood, city staff met with state officials regarding the need for additional traffic control measures.

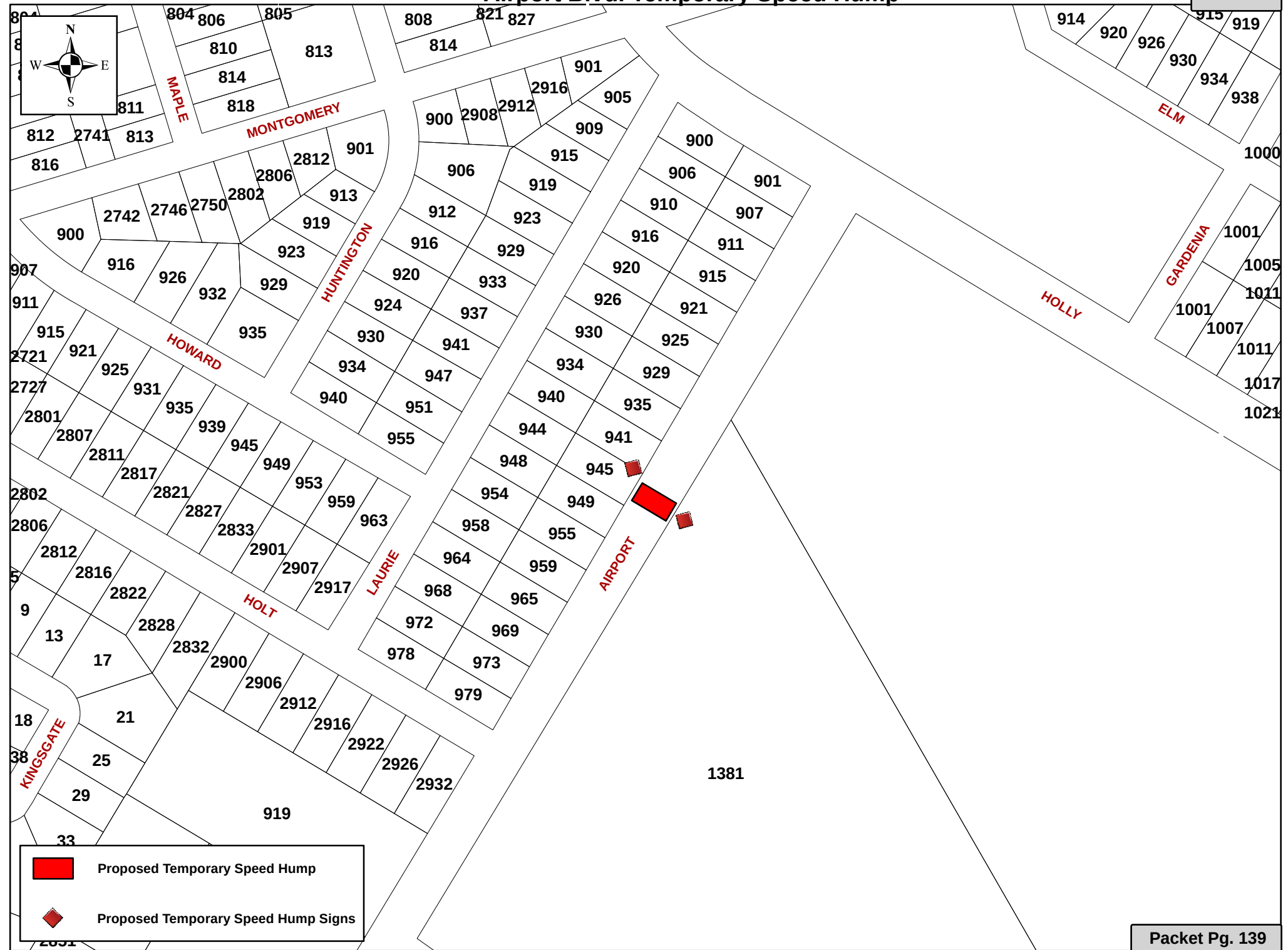
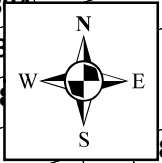
Most of the streets in the community are owned and maintained by the S.C. Department of Transportation (SCDOT), and are two-lane residential in nature. Residents have requested multi-way stops at multiple locations, and SCDOT is unlikely to approve such measures for speed control on their roadways.

As a compromise, SCDOT has suggested the possibility of speed humps at some locations. The neighborhood wishes to use the temporary speed hump (owned by the Public Works Department) on Airport Boulevard (a City-owned roadway) on a 90-day trial basis to allow residents to review its effectiveness before proceeding with permanent installations in other areas. The proposed temporary installation and associated warning signs are shown on the attached map. The Police and Fire Departments have also reviewed the proposed location. If City Council approves, please advise me, and we will proceed with installing the temporary speed hump for a 90-day trial.



# Airport Blvd. Temporary Speed Hump

23.b







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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Management Office

**FROM:** *Teresa Wilson, City Manager*

**SUBJECT:** Council is asked to approve the appointment of two (2) individuals to the Climate Protection Action Committee.

**FINANCIAL IMPACT:**

**STRATEGIC GOALS:** Foster a healthy quality of life

Council is asked to approve the District 3 and Mayor appointee to the CPAC Committee.

**ATTACHMENTS:**

- **#a:** CPAC Memo 122017 (PDF)





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We Are Columbia

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**TO:** Ms. Teresa Wilson, City Manager

**FROM:** Chanique J. Belton, City Manager Office

**DATE:** December 11, 2017

**SUBJECT:** Climate Protection Action Committee

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**Purpose:** The purpose of the Climate Protection Action Committee (CPAC) is to recommend and oversee the development and implementation of mission-based programs and projects by developing and advocating a vision and strategy for becoming a sustainable community in partnership with key stakeholders and other communities.

**Composition:** This committee consists of eight appointees, one for each City Council member and the Mayor, as well as one staff appointment. Appointees serve a three (3) year term with eligibility for one (1) re-appointment.

**Action:** Council is asked to approve the District 3 and Mayor appointees to the committee.

Current District Representation is:

- District 1 – 1
- District 2 – 1
- District 3 – 0
- District 4 – 1
- Not in City Limits – 2 (At-Large)



## **Applications on File**

### **District 1**

Tess E. Brasington  
9 Bay laurel Place  
Columbia, SC 29201

Project Manager/Trainer  
ERA Wilder Realty, Inc.

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### **District 2**

Barton Walrath  
1324 Pulaski Street  
#306  
Columbia, SC 29201

Retired

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### **District 3**

Deborah Stirling  
306 South Waccamaw Avenue  
Columbia, SC 29205

Sara Rajca  
3316 Prentice Avenue  
Columbia, SC 29205

Visiting Scholar  
Coastal Carolina University

Community Outreach Manager  
SmartPower

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### **Current Members**

Susan Lambert-**RESIGNED**  
304 S. Waccamaw Avenue  
Columbia, SC 29205

### **APPOINTED**

09/17/2013

### **STARTS**

12/01/2013

### **ENDS**

**12/31/2019**

### **District 3** **Mayor**

Geographer/Renewable Energy  
Professional

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Christopher Goodman  
3102 Gadsden Street  
Columbia, SC 29201

04/19/2016

04/21/2016

04/21/2019

### **District 1**

Doctor  
University of South Carolina SOM

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| <b><u>Current Members</u></b>                                                                                                                                                                                  | <b><u>APPOINTED</u></b>                | <b><u>STARTS</u></b> | <b><u>ENDS</u></b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------|--------------------|
| Hernan A Villalba<br>1219 Manning Avenue<br>Columbia, SC 29204<br>678-549-8620<br><b>District 2</b><br><br>Doctor                                                                                              | 03/21/2016                             | 03/30/2016           | 03/30/2019         |
| Andrew Epting- <b>VACANT</b><br>3226 Harrison Road<br>Columbia, SC 29204<br><b>District 3</b><br><br>Program Director<br>SC Clean Energy Business<br>Alliance<br>2519 Devine Street<br>Columbia, SC 29205      | 04/01/2014                             | 04/01/2014           | <b>03/31/2017</b>  |
| John Epting<br>411 Maple Street<br>Columbia, SC 29205<br><b>District 3</b><br><b>At-Large (Duvall)</b><br><br>Environmental Engineer<br>Brown and Caldwell<br>250 Berryhill Rd. Ste. 104<br>Columbia, SC 29210 | 01/2016                                | 01/01/2016           | 01/28/2019         |
| Annette Boette<br>4125 Devereaux Road<br>Columbia, SC 29205<br><b>District 4</b><br><br>Retired                                                                                                                | 08/01/2016                             | 08/02/2016           | 08/01/2019         |
| Louis Deassau<br>1221 Pine Street<br>Columbia, SC 29204<br><b>District 2</b><br><b>At-Large (Devine)</b><br><br>Regional Director<br>University of South Carolina                                              | *09/15/2015<br>mid-term<br>replacement | 09/15/2015           | 09/31/2018         |
| <b>Staff Appointee-VACANT</b>                                                                                                                                                                                  |                                        |                      |                    |





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We Are Columbia

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**MEETING DATE:** January 9, 2018

**DEPARTMENT:** City Clerk

**FROM:** *Erika Moore, City Clerk*

**SUBJECT:** Council is asked to refer an Ordinance to address the extended hours permit for commercial establishments to the Public Safety Committee, as requested by The Honorable Howard Duvall.

**FINANCIAL IMPACT:**