



**POLICY COMMITTEE MEETING
SUMMARY MINUTES**

**Friday, March 23, 2012 - 12:00 p.m. (NOON)
Room 373 – Rock Hill City Hall**

COMMITTEE MEMBERS PRESENT: Danny Funderburk; Kathy Pender; David Bowman; Jim Reno; Ralph Norman; Bill Harris; George Sheppard; and Britt Blackwell

ADMINISTRATIVE/TECHNICAL/MANAGEMENT STAFF PRESENT:

Brian Klauk (SCDOT); John McCarter (SCDOT); Greg Shaw (SCDOT); Dianne Janicki (SCDOT); Kevin Sheppard (SCDOT); Elizabeth Harris (CIN); David Vehaun (CRH); Jimmy Bagley (CRH); Bill Meyer (CRH); Jim Baker (York County); Susan Britt (Tega Cay); Stephen Allen (York County); Allison Love (York County); Wendy Bell (CRCOG); Stephen Ikerd (FHWA); David Hooper (RFATS); and Leigh Welch (RFATS).

CITIZENS/VISITORS PRESENT: Jim VanBlarcom (CAC); Frank Myers (CAC); Luther Dasher (CAC); Debbie Hayworth (CAC); Larry Huntley (FM Town Council); Amy Massey (Kimley-Horn); Steve Blakely (Kimley-Horn); and Theron Pickens (LandDesign)

1. CALL TO ORDER:

- A. **Welcome** – Chairman Sheppard called the meeting to order at 12:10 P.M.
- B. **Citizen Comment Period** – Chairman Sheppard invited visitors and/or citizens who had comments to address the Policy Committee at this time. There were no comments.

2. REVIEW/APPROVAL OF MINUTES:

Chairman Sheppard asked if there were any changes, deletions or comments to the minutes of the January 23, 2012 meeting. Hearing no comments, Mr. Funderburk made a motion to approve the minutes as presented. Mr. Norman seconded and the minutes were unanimously approved.

3. UPDATE ON CURRENT PROJECTS:

- A. **York County One Cents Sales Tax Program Update** – In Mr. Leazer's absence, Mr. Hooper stated that a comprehensive update will be presented at the May meeting.
- B. **SCDOT Report** – Mr. Klauk presented an update on current SCDOT projects. Specifically, Mr. Klauk stated that the lighting package for the US 21 bridge has been completed, accepted and submitted to the contractor for pricing. Additionally, Mr. Klauk noted that the construction for the SC 5 bridge is on schedule for completion in 2013.

4. REPORTS AND PRESENTATIONS:

- A. Project Development & Federal Procurement Process** – Mr. Hooper began the presentation by noting prior discussions regarding project development for the new Catawba River Crossing Feasibility Study and the federal procurement process. Specifically, Mr. Hooper spoke about the availability of funding and stated that in the 2035 Financially Feasible Plan, RFATS is projected to receive approximately \$95.431 million in Guideshare funds of which 60% of these funds have been allocated to the following projects - Catawba River Bridge and Approaches: \$42.5 million; Intersection / CM projects: \$10.5 million; and SC 5 Ped/Safety Improvements: \$2.5 million. That said, Mr. Hooper highlighted the fact that approximately 40% of these funds - \$39.9 million – are unobligated at this time. Mr. Hooper went on to speak about the Act 114 ranking process followed by the LPA election and project management process.

Mr. Hooper then introduced Mr. Ikerd, FHWA, who presented information regarding the federal procurement process and the requirements / differences related to construction contracts and architectural / engineering contracts. Mr. Ikerd stated that construction contracts must be awarded on the basis of competitive bidding while federally funded architectural / engineering contracts must use the qualifications-based selection (QBS) process. Mr. Ikerd went on to note several examples of A/E services such as a feasibility study, project management, etc. and then outlined in detail the QBS procurement procedures.

Mr. Norman expressed his concern with the visibility programming federal funds in the Transportation Improvement Program (TIP) may have on the bidding process. Mr. Hooper noted in response that in an effort to cross check submitted bids, staff completes a comprehensive cost comparison / evaluation on all work activities so that the QBS process will result in a cost range that is “fair and reasonable,” in relation to the work to be undertaken.

Mr. Hooper then made additional observations regarding the requirement to identify available funds in the TIP and how differences between larger and smaller MPOs may have on the visibility of funding set aside for planning related studies (i.e., whether an MPO has multiple vs. single planning studies to be completed). Lastly, in response to a request from Mr. Norman, Mr. Hooper confirmed that a workshop will be scheduled to discuss procurement as well as broader questions regarding the feasibility study and the prioritization of the bridge project.

5. PROPOSED POLICY COMMITTEE ACTION ITEMS:

- A. TIP Amendment** – Mr. Hooper presented a request for preliminary approval to amend the FY 09-15 TIP to add \$1,006,555.00 in federal funds for the following FY 11-12 CMAQ projects:

- Town of Fort Mill Springfield Pkwy Area Improvements - \$496,800.00
- City of Rock Hill Traffic Signal Controller Upgrades, Phase IV - \$387,639.00
- Town of Fort Mill Electric Vehicle & Recharging Infrastructure - \$80,116.00
- York County Heckle Blvd Sidewalk Improvements: \$42,000.00

and authorize a 15-day public comment period.

Mr. Bowman made a motion to grant preliminary approval to amend the FY 09-15 TIP to add \$1,006,555.00 in federal funds for the FY 11-12 CMAQ projects and to authorize a 15-day public comment period. Ms. Pender seconded and the motion passed unanimously.

B. FY 12-13 Transportation Enhancement Program and TIP Amendment – Mr. Hooper stated that the Sub-committee reviewed the TEP applications and then presented for consideration a recommendation to amend the FY 09-15 TIP to add the following two projects totaling \$161,359.00:

- The City of Rock Hill - White Street Pedestrian Improvement project - \$129,368.00
- York County – Tega Cay Sidewalk Project - \$31,991.00

Additionally, Mr. Hooper requested authorization of a 15-day public comment period.

Ms. Pender made a motion to grant preliminary approval to amend the FY 09-15 TIP to allocate \$161,359.00 in federal funds to the following TEP projects - White Street Pedestrian Improvement and Tega Cay Sidewalk project, and authorize a 15-day public comment period. Mr. Reno seconded and the motion passed unanimously.

C. FY 12-13 CMAQ Program – Mr. Hooper presented a request for consideration and approval to amend the FY 09-15 TIP to add the following FY 12-13 CMAQ projects totaling \$2,882,780.00 in federal funds:

- York County – Gold Hill Road / I-77 Interchange Area Improvements - \$825,000.00
- City of Rock Hill – Side Track Extension Project – \$1,200,000.00
- Town of Fort Mill – Clebourne / N. White Street Intersection Improvements - \$857,780.00

Additionally, Mr. Hooper requested authorization to advise project sponsors to complete the air quality benefit analysis and submit results to the CMAQ Coordinator on or before May 30, 2012.

Mr. Reno made a motion to grant preliminary approval to amend the FY 09-15 TIP to add \$2,882,780.00 in federal funds for the FY 12-13 CMAQ projects and authorize the completion of the air quality benefit analysis for the selected projects. Mr. Funderburk seconded and the motion passed unanimously.

D. Citizen's Advisory Committee – Mr. Hooper presented for consideration the application of Ms. Tonya Nims for appointment to the CAC as a Minority Population (MP) representative. Ms. Nims will fill the unexpired term of Ms. Potts and will run from April 1, 2012 through February 28, 2013.

Ms. Pender made a motion to appoint Ms. Nims to the CAC as a MP representative. Mr. Funderburk seconded and the motion passed unanimously.

6. OTHER BUSINESS:

- A.** Mr. Hooper stated that SCDOT completed the quarterly review of the TEP and CMAQ projects and staff completed an administrative adjustment to the TIP to reflect changes in the expected year of expenditure for a few existing TEP & CMAQ projects.
- B.** Mr. Hooper mentioned that the May meeting will be held on the Friday before Memorial Day and inquired whether the Committee had any preference about advancing the meeting date or to proceed as scheduled. Chairman Sheppard called for comments regarding any schedule

conflicts. Hearing none, Chairman Sheppard stated that the meeting will be held as scheduled.

- C. Mr. Norman requested staff to email the Policy Committee a copy of the presentation regarding the federal procurement process.
- D. Next regular meeting – May 25, 2012.

7. ADJOURNMENT

With no further business, the meeting was adjourned at 12:35 P.M.