



3613 LUCIUS ROAD. | COLUMBIA, SC • 29201

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Central Midlands Regional Transit Authority

FINANCE COMMITTEE AGENDA

Wednesday, April 9, 2025

10:00 a.m.

3613 Lucius Road, Columbia, SC, 29201

Conference Room A (Large) – 2nd Floor

Please silence all electronic devices (cell phones, pagers, etc.) prior to entering the meeting.

Dr. Robert Morris, Interim Chair (Richland County Delegation)



MEMBERS

Rep. Leon Howard (Richland County Legislative Delegation)
Roosevelt Barnwell Jr. (Richland County)
Tish Dozier Alleyne (Richland County)

ADVISORY MEMBER(S)

Mike Green (West Columbia)

-
1. CALL TO ORDER AND DETERMINATION OF QUORUM
 2. ADOPTION OF AGENDA* Page(s) 1-2
 3. ADOPT MINUTES Page(s) 3-6
 - Meeting date: **MARCH 12, 2025**
 4. MATTERS REFERRED FROM THE BOARD OF DIRECTORS (R. ANDREWS) Page(s) 7
 - Discuss Open Motions – *thru current month*
 - None
 5. MONTHLY FINANCIAL REPORTS (R. ANDREWS) Page(s) 8-51
 - *Reporting Month: FEBRUARY 2025*
 - ✚ Financial Highlights
 - ✚ Condensed Financial Summary
 - ✚ Income Statement
 - ✚ Month to Month Budget comparison view
 - ✚ Reserve Accounts Bank Statement (OPTUS, LGIP)
 - YTD interest included

-  Fuel Cost Summary
-  Invoices for select vendors

6. DISADVANTAGED BUSINESS ENTERPRISE (DBE) UPDATE (A. PRINCE)

- *FEBRUARY 2025*

Page(s) 52-55

7. DISCUSSION AND/OR ACTIONS ITEMS⁺

- I. PENNY REVENUE PROJECTIONS (M. PEARL)
- II. RATP DEV CONTRACT RENEWAL (M. PEARL)
- III. APPROVAL OF INTERMODAL ADVISORY SERVICES VENDOR (M. PEARL) ⁺

Page(s) 56

Handout

Page(s) 57-67

8. COMMENTS, ANNOUNCEMENTS, NEW MOTIONS

9. LEGAL/CONTRACTUAL/PERSONNEL (may require executive session)

10. ADJOURN

All items on this agenda are subject to action being taken by the Committee.

**Agenda order is subject to change.*

*** Documents provided quarterly*

+Action items (will need approval to proceed to full board)

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Upcoming Meeting Dates:

Board of Directors Meeting

Wednesday, *APRIL 23, 2025* @ 12:00 p.m.

Location:

Lowell C. Spires, Jr. Regional Transit Facility
2nd Floor Large Conference Room - Derrick E. Huggins Board Room
3613 Lucius Road| Columbia, SC 29201



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FINANCE COMMITTEE Meeting Minutes – March 12, 2025

Officers/Members Present:

Tish Dozier Alleyne
 Roosevelt Barnwell, Jr., Secretary*
 Rep. Leon Howard *
 Dr. Robert Morris, Committee Chair

Guests Present:

Lenny Cooksey, RATP Dev*

The COMET Staff Present:

Rosalyn Andrews, Director of Finance/CFO
 Angela Jacobs, Community Programs Specialist/Board Clerk
 Jacob Lusco, IT Manager*
 Maurice Pearl, Executive Director/CEO
 Dr. Arlene Prince, Director of Regulatory Compliance &
 Civil Rights Officer
 Michelle Ransom, Regional Grants Manager
 Crystal Willis, Financial Accountant*
 Margaret Woodson, Procurement & Compliance Manager

Advisory Members Present

Michael Green*

*Via phone or Zoom

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Dr. Morris introduced and welcomed new Board member, Tish Dozier Alleyne, to the Finance Committee and called the meeting to order at 10:03 A.M. with the determination of a quorum.

Dr. Morris reminded the Committee that he would serve as interim Committee Chair through the end of the fiscal year.

2. ADOPTION OF AGENDA

Motion: A motion was made by Ms. Alleyne and seconded by Mr. Barnwell to adopt the March 12, 2025, Agenda.

Approved: Alleyne, Barnwell, Howard, Morris

Motion passed.

3. ADOPTION OF MINUTES

Motion: A motion was made by Rep. Howard and seconded by Ms. Alleyne to adopt the January 8, 2025, Meeting Minutes.

Approved: Alleyne, Barnwell, Howard, Morris

Motion passed.

4. MATTERS REFERRED FROM THE BOARD OF DIRECTORS – None.

5. MONTHLY FINANCIAL REPORTS (R. Andrews) – Ms. Andrews directed the Committee to page 8 of the packet for January's financial report which represents 58% completion for the fiscal year.

- + Annual budget \$43.80M
- + Net Income \$742K, YTD \$8.30M
- + Total Revenue \$3.26M, YTD \$25.88M (59% of annual budget)
- + Total Expenses \$2.8M, YTD \$19.461M (44% of annual budget)
- + Paid to date to RATP Dev \$86.7M
- + Professional contract services have been outlined as requested by the Committee.

* Denotes details of the payments and are included in the packet.

- + Pass Donations FY 25- \$1392
- + Penny Collection: \$6.9M received in October 2024
 - \$241, 617,183 (80.3%) of \$300,991,000/22 yr. allocation;
 - o remaining balance = \$59,373,818 (19.7%)
 - o expected end date for collections per Richland County Dec 2026
- + Payments received from Richland County
 - Recv'd Feb 2025 \$7.2M

Dr. Morris asked Ms. Andrews to prepare a report for that next meeting that shows the monthly or quarterly interest on The COMET's funds invested with the State Treasurer and Optus Bank and said he would like to meet with Ms. Andrews fifteen (15) minutes before each meeting for a review of the funds. Dr. Morris said he has concerns about whether The COMET could collect funds invested in CDs if needed at Optus Bank without penalty and advised that there should be a clear understanding of this.

6. DISADVANTAGE BUSINESS ENTERPRISE (DBE) (A. PRINCE) – Dr. Prince directed the committee to the DBE reports on pages 60-63. Page 60 is a summary and snapshot of all vendors with DBE goals as of January 31, 2025. Approximately \$94.4M was paid to DBEs and of this amount DBEs received \$23.6M or 25% of the goal. Page 62 reflects the contractor, RATP Dev's DBE goals and as of January 31st they spent approximately \$19M on DBE firms which is 21.9%, and within their DBE goal of 20.6%. Dr. Prince said The COMET and RATP Dev are both on track to meeting their DBE goals. Dr. Morris noted that in last month's report the DBE goal was not met by The COMET and that overall reports have shown the goal being met up until this report. Dr. Prince said The COMET loss of a few DBE contractors affected The COMET's goal by a small percentage but there have been replacements, and the goal is back on track.

7. DISCUSSION AND ACTION ITEMS

- A. 5307, 5310 & 5339 URBAN GRANT APPROVAL (M. RANSOM) – Ms. Ransom requested the Committee's approval of the proposed line items using the 5307, 5310 and 5339 grant funds and recommend to the Board for approval. The line items include:
 - Paratransit vehicle replacement (up to 14 vehicles).
 - Fixed Route bus replacement (up to 7 buses 35-ft buses and 5 cutaway buses).
 - Implementation of an incentive program for Fixed Route and DART operators, maintenance staff, customer services staff and/or supervisors.
 - Training equipment – stationary wheelchair tie-down and scooter as safety training tools for new and existing operators.

Ms. Alleyne asked what the incentive program would entail, and Ms. Ransom said it has never been done before, a policy would need to be created and that funds can only be if the policy's goal is to improve overall efficiency, safety, and cost reductions. The policy would be developed and brought before the Board for approval. Mr. Pearl said RATP Dev does a great job of bringing in new operators

and the policy would help with retention efforts. The policy would include attendance, KPIs, safety and customer services.

Motion: A motion was made by Ms. Alleyne and seconded by Mr. Barnwell that the Finance Committee approves and recommends to the Board of Directors the proposed line items for FY 2020 5307 funds, FFY 2021 5310 funds, and FFY 2022 5339 funds.

Approved: Alleyne, Barnwell, Howard, Morris

Motion passed.

B. PROCUREMENTS – (M. WOODSON) – Ms. Woodson presented the procurement listings for FY25 listed on page 67 of the packet for the Committee’s consideration:

- COMET Central Renovations – public restrooms and facility needs renovations.
- Employee Badge Access System Replacement
- Parking lot restriping (employee and bus lots)
- Engineering services – retain a firm for as needed services.
- Bus cameras – replacement or enhancement due to public complaints.
- Facility camera replacement (through State Contract)
- Landscaping service contract up for bid soon
- Security Services – current service has been temporarily extended to allow time to bid for security services. Ms. Woodson said attention to quality services over a low bid is important because skilled conflict trained officers are needed.
- Revenue Buses Replacement – (State contract)
- Paratransit Eligibility Services – reviewing a different approach to determining eligibility.
- Trapeze Training – existing contract up for bid this year
- Audit Firm – current contract in place but will need to be solicited.
- IT Services – contract will need to be resolicited based upon the State’s IT Assessment

Dr. Morris agreed that the lowest bid is not necessarily the best choice and suggested that any companies brought before the Committee are qualified and the Committee will make recommendations to the Board based on qualifications. Ms. Woodson suggested that a Best Value Bid be done when soliciting for services rather than the standard Invitation to Bid and it would put more emphasis on qualifications and attract quality bidders. Mr. Pearl advised the Committee that a propane contract would also be up for bid soon.

- i. Automatic Passenger Counters (M. PEARL) – Mr. Pearl presented a quote from Urban Transportation Associates (UTA) for the replacement of the current Automatic Passenger Counter (APC) system. The current system works with Strategic Mapping which has not been working properly since inception. There have been several meetings with the vendor to resolve the issue, it has not been resolved and legal has been involved in the discussions. Mr. Pearl said The COMET would like to separate APC from Strategic Mapping and use UTA, which would provide a more accurate passenger count and a possible increase in count by 10-20%. Ms. Ransom said the most accurate information may lead to more grant funds.

Motion: A motion was made by Ms. Allyne and seconded by Mr. Barnwell to move away from Strategic Mapping and adopt an APC system with Urban Transportation Associates (UTA)

Approved: Alleyne, Barnwell, Howard, Morris

Motion passed.

8. COMMENTS, ANNOUNCEMENTS, NEW MOTIONS – None.

9. LEGAL/CONTRACTUAL/PERSONNEL – None.

10. ADJOURN –

Motion was made by Ms. Alleyne and seconded by Mr. Barnwell to adjourn at 10:44 a.m.

Approved: Alleyne, Barnwell, Howard, Morris

Motion passed.

CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY

Adopted this _____, 2025.

Prepared by: Angela Jacobs, Community Programs Specialist & Board Clerk

Reviewed by:

Pamela Bynoe-Reed, Director of Marketing & Community Affairs (Board Administrator)

Approved by:

Roosevelt Barnwell, Jr., Secretary

Finance Committee Motions List						
Through Reporting Period						
Date of Request	Motion	Next Steps	Status	Notes	Open or Closed	Completion Date
	NO NEW MOTIONS					

Financial Highlights FY 2025

Month End February 2025

67% of fiscal year completed

Annual Budget ~\$43.80M



Net Income (Loss):

Excluding depreciation - Month = ~\$559k

Actual YTD = ~\$6.48M



Total Revenue:

PTD = \$2.95M

Actual YTD = ~\$26.44M

total YTD collections represent an average ~60% of annual budgeted amount.



Total Expenses (w/depreciation):

PTD = \$2.66M

Actual YTD ~ \$22.11M

total YTD expenditures represent an average ~50% of annual budgeted amount.



PTD - contract operator RATP Dev 7/1/2020 to reporting month: \$88,490,392



Professional Contract Services, Marketing & Security (4203, 4361, 4509): (* invoices included)

ABLE South Carolina	4,334	Terracon Consultants	700
Burr Forman McNair* - \$4k Retainer incl	14,260		
Center for Transportation & the Environment (CTE)	4,375	Security (4509)	40,804
Chernoff Newman, LLC*	1,156		
iT1 Solutions	2,250	Marketing, Adv & Promotion (4203)	18,659
Maynard Nexsen*	6,000	o Flock & Rally*	
TransPro	8,000	o Advertising: Radio, TV, Newspaper (print)	
JLM Actuarial	250	o Promotional giveaways	



Pass Donations (4207) FY 25 – YTD total

\$2922

❖ MIRC	\$600	❖ Lighthouse for Life	\$200
❖ A Dream for Thomas	\$360	❖ SC Chamber Education & Workforce	\$20
❖ Prisma Health- Midlands	\$200	❖ SC EMS Fdn	\$12
❖ Homeless No More	\$600	❖ Eau Claire Cooperative	\$200
❖ SC Walking Horse Fdn			



Total collections of Penny Revenue since 2013 to present:

- ✓ \$241,617,183 (80.3%) of \$300,991,000/22 yr. allocation;
 - o remaining balance = \$59,373,818 (19.7%)
 - o expected end date for collections per Richland County Dec 2026

- ✓ Payments received from Richland County

- Recv'd Aug 2024 \$7.2M
- Recv'd Oct 2024 \$6.9M

- Recv'd Feb 2025 \$7.2M

Central Midlands Regional Transit Authority
Condensed Statement of Financial Position
Period Ended 02/28/25

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FY 2025

	Actual PTD 2/28/2025	Actual YTD 2/28/2025	Budgeted Amount YTD	Annual
Revenues:				
Passenger Fares/Revenue Contracts	349,594	2,811,703	1,328,650	1,992,975
Special (Advertising, Interest, Rental, Etc)	196,107	1,756,352	774,984	1,162,476
Admin/Misc/Gain(Loss) Sale of Assets	2,981	20,201	3,670	5,505
Local Revenue (Lexington County)	-	206,352	279,330	418,995
Local Revenue (The Penny)	2,399,462	21,323,553	18,401,600	27,602,400
State (SCDOT)	-	-	370,088	555,132
Federal (CARES Act, CRRSA, ARP)	-	281,412	8,004,602	12,006,903
In-Kind Revenue	5,000	40,000	40,000	60,000
Total Revenue	\$ 2,953,144	\$ 26,439,573	\$ 29,202,924	\$ 43,804,385

Expenses:				
Administrative (includes Salaries & Benefits)	205,695	1,634,507	2,170,871	3,256,306
Contract Operations & Maintenance	1,934,834	16,130,606	19,112,615	28,668,922
Insurance	11,101	86,812	99,358	149,037
Professional Services	37,241	381,408	1,230,477	1,845,716
Utilities	28,539	201,261	299,540	449,310
Capital Exp: Federal/State (Capital, PM, NPM)	24,370	211,770	4,457,426	6,686,139
Fuel	147,449	1,270,474	1,792,637	2,688,955
In Kind Expense	5,000	40,000	40,000	60,000
Depreciation	267,674	2,154,072	-	-
Total Expenses	\$ 2,661,902	\$ 22,110,910	\$ 29,202,923	\$ 43,804,385

Net Income (Loss) From Operations + Depreciation add back:	\$ 558,916	\$ 6,482,735	(0)	\$ 0
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Cash:

Petty Cash	300
Cash on hand (cashiers)	457
<i>OPTUS Bank</i>	
Operating Reserve Funds	-
Capital Reserve Funds	2,628,657
<i>Local Gov't Investment Pool</i>	
Emergency Reserve	21,998,587
Operating Reserve	23,604,157
<i>Security Federal Bank</i>	
Operating/Sweeps Acct	15,261,962
Total Cash	\$ 63,493,819

Total Assets	\$ 100,499,521
Total Current Liabilities	\$ 8,402,786

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended February 28, 2025

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Fiscal Year % complete = 67%

	<i>Actual PTD</i>	<i>Actual YTD</i>	<i>Budgeted YTD (\$)</i>	<i>Variance (\$)</i>	<i>Annual Budgeted</i>	<i>(\$ of Budget remaining)</i>
	<i>2/28/2025</i>		<i>2/28/2025</i>	<i>Actual YTD vs Budget YTD</i>	<i>Amount</i>	<i>(over) under</i>
Revenue:						
Operating Revenues						
Passenger Revenue	111,995	1,021,051	1,195,317	174,266	1,792,975	771,924
Advertising Revenue	6,250	44,388	33,333	(11,055)	50,000	5,612
Chartered Services Revenue	11,321	33,963	-	(33,963)	-	(33,963)
Contracted Services Revenue	226,278	1,756,689	133,333	(1,623,356)	200,000	(1,556,689)
Other Revenue	105	5,572	2,120	(3,452)	3,180	(2,392)
Total Operating Revenue	<u>355,949</u>	<u>2,861,663</u>	<u>1,364,103</u>	<u>(1,497,560)</u>	<u>2,046,155</u>	<u>(815,508)</u>
Nonoperating Revenues						
In-Kind Revenue (Facility Use)	5,000	40,000	40,000	-	60,000	20,000
Local Revenue - Lexington Cty	-	206,352	279,330	72,978	418,995	212,643
Interest Income	179,481	1,469,893	530,000	(939,893)	795,000	(674,893)
Richland County 1% Sales Tax	2,399,462	21,323,553	18,401,600	(2,921,953)	27,602,400	6,278,847
Fuel Tax Refunds	10,376	241,111	211,011	(30,100)	316,516	75,405
OPT/SMTF Urban & Rural	-	-	370,088	370,088	555,132	555,132
Rental Income	-	960	640	(320)	960	-
Federal Revenue - NOLO Project	-	48,865	1,762,080	1,713,215	2,643,120	2,594,255
Federal Revenue - ICAM (5310 Access to Care)	-	17,517	250,000	232,483	375,000	357,483
Federal Revenue - Planning	-	-	60,000	60,000	90,000	90,000
Federal Revenue - Capital: Non Prev Maint	-	30,853	1,969,000	1,938,147	2,953,500	2,922,647
Federal Revenue - Capital: Prev. Maint	-	-	218,605	218,605	327,907	327,907
Federal Revenue - Cap Ex (USC,SCDOT Reimbursement)	-	-	2,188,872	2,188,872	3,283,308	3,283,308
Federal Revenue - Salaried Positions	-	23,157	70,667	47,510	106,000	82,843
Federal Revenue - ADP Software	-	62,930	426,667	363,737	640,000	577,070
Federal Revenue - ADP Hardware	-	14,759	226,935	212,175	340,402	325,643
Federal Revenue - EE Training	-	482	8,833	8,351	13,250	12,768
Federal Revenue - 3rd Party Contractual (Website)	-	160	2,544	2,384	3,816	3,656
Federal Revenue - Safety & Security	-	384	358,667	358,283	538,000	537,616
Federal Revenue - Vanpool	-	48,053	48,400	347	72,600	24,547
Federal Revenue - 5339 Shelter ACQ & Install	-	34,252	413,333	379,081	620,000	585,748
Gain(Loss) Sale of Asset	-	2,129	667	(1,462)	1,000	(1,129)
Concessions Revenue	2,876	12,501	883	(11,617)	1,325	(11,175)
Total Nonoperating Revenue	<u>2,597,195</u>	<u>23,577,910</u>	<u>27,838,821</u>	<u>4,260,910</u>	<u>41,758,231</u>	<u>18,180,321</u>
Total Revenues:	<u>2,953,144</u>	<u>26,439,573</u>	<u>29,202,922</u>	<u>2,763,351</u>	<u>43,804,385</u>	<u>17,364,813</u>

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended February 28, 2025

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Fiscal Year % complete = 67%

	<i>Actual PTD</i>	<i>Actual YTD</i>	<i>Budgeted YTD</i> <i>(\$)</i>	<i>Variance (\$)</i>	<i>Annual</i> <i>Budgeted</i>	<i>(\$ of Budget</i> <i>remaining</i>
	<i>2/28/2025</i>		<i>2/28/2025</i>	<i>Actual YTD vs</i> <i>Budget YTD</i>	<i>Amount</i>	<i>(over) under</i>
Expenses:						
Administrative						
Salaries (Staff/Intern) & Other Paid Wages	117,424	943,062	1,186,736	243,674	1,780,104	837,042
SC Retirement: ER	20,438	162,859	208,391	45,532	312,587	149,728
FICA & Medicare	8,873	70,546	107,993	37,446	161,989	91,443
Health Insurance: ER	12,234	81,834	77,108	(4,726)	115,662	33,828
SC Unemployment	919	2,551	10,151	7,600	15,226	12,675
Workers Comp	463	4,740	4,240	(500)	6,360	1,620
Vehicle Allowance: Executive Director	450	3,600	3,600	-	5,400	1,800
Dues/Subscriptions/Memberships	2,242	20,748	25,299	4,550	37,948	17,200
Marketing/Advertising/Promotional Material	21,159	233,367	335,957	102,590	503,935	270,568
Charitable Donations (Passes ONLY)	112	1,492	4,800	3,308	7,200	5,708
Postage & Shipping	201	2,063	4,579	2,516	6,869	4,806
Printing	981	16,083	61,056	44,973	91,584	75,501
Board/Committee/Transit Academy	97	1,663	4,346	2,683	6,519	4,856
Tickets & Transfers	1,396	14,817	14,133	(684)	21,200	6,383
Office Equipment - Lease & Rental	15,611	22,042	10,247	(11,795)	15,370	(6,672)
Admin Misc: Office Supplies, Fines, Taxes, etc.	601	10,450	52,875	42,425	79,313	68,863
Banking Fees	484	4,438	9,893	5,455	14,840	10,402
Payroll Processing Fees	679	5,451	7,067	1,615	10,600	5,149
Employee Training & Development (Fed & Non Fed)	1,332	32,699	42,400	9,701	63,600	30,901
Total Administrative	205,695	1,634,507	2,170,871	536,364	3,256,306	1,621,799
Operations & Maintenance						
Contractor-Fixed Route	1,419,175	11,881,414	13,411,379	1,529,965	20,117,068	8,235,654
Contractor-DART	342,157	2,791,346	3,268,020	476,674	4,902,030	2,110,684
Contractor-Spcl Svc/Svc Enhancements	5,795	45,009	257,933	212,925	386,900	341,891
Propane Fuel	41,537	337,154	575,933	238,779	863,900	526,746
Diesel & Vehicle Fuel	99,094	922,509	1,209,637	287,128	1,814,455	891,946
Hydrogen Fuel	6,817	10,811	7,067	(3,744)	10,600	(211)
SMTF (Urban & Rural) Expenses	-	-	462,616	462,616	693,918	693,918
Facility Related Repairs & Maintenance Expense (PM)	31,485	282,517	273,256	(9,261)	409,884	127,367
Federal Expense: ADP Software ACQ & Maint	28,292	238,591	426,667	188,076	640,000	401,409
Federal Expense: ADP Hardware ACQ & Maint	1,293	39,886	226,935	187,048	340,402	300,516
Federal Expense: 3rd Party Contractual (Website)	200	1,599	3,180	1,581	4,770	3,171
Federal Expense: Safety & Security	40,804	395,120	373,333	(21,787)	560,000	164,880

Central Midlands Regional Transit Authority
Statement of Income vs Budget
Period Ended February 28, 2025

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Fiscal Year % complete = 67%

	<i>Actual PTD</i>	<i>Actual YTD</i>	<i>Budgeted YTD (\$)</i>	<i>Variance (\$)</i>	<i>Annual Budgeted</i>	<i>(\$ of Budget remaining)</i>
	<i>2/28/2025</i>		<i>2/28/2025</i>	<i>Actual YTD vs Budget YTD</i>	<i>Amount</i>	<i>(over) under</i>
Federal Expense: Van Pool Ops	15,000	108,454	96,800	(11,654)	145,200	36,746
Federal Expense: 5310	50,634	346,669	312,500	(34,169)	468,750	122,081
In-Kind Expense (Facility Use)	5,000	40,000	40,000	-	60,000	20,000
Total Operations & Maintenance	<u>2,087,282</u>	<u>17,441,080</u>	<u>20,945,255</u>	<u>3,504,176</u>	<u>31,417,877</u>	<u>13,976,797</u>
Insurance						
Insurance - Vehicle/Facility/Tort/Cyber	10,129	79,039	90,878	11,839	136,317	57,278
Insurance-Officers & Directors	972	7,772	8,480	708	12,720	4,948
Total Insurance	<u>11,101</u>	<u>86,812</u>	<u>99,358</u>	<u>12,546</u>	<u>149,037</u>	<u>62,225</u>
Technical Services						
Professional Contract Services	37,241	381,408	1,223,811	842,403	1,835,716	1,454,308
Fare Collection Service & Supplies	-	-	6,667	6,667	10,000	10,000
Total Technical Services	<u>37,241</u>	<u>381,408</u>	<u>1,230,477</u>	<u>849,069</u>	<u>1,845,716</u>	<u>1,464,308</u>
Utilities						
Natural Gas	1,651	6,666	12,840	6,174	19,260	12,594
Electric	12,875	87,597	107,000	19,403	160,500	72,903
Water & Sewer	3,169	26,025	46,367	20,342	69,550	43,525
Telecommunications	10,844	80,973	133,333	52,361	200,000	119,027
Total Utilites	<u>28,539</u>	<u>201,261</u>	<u>299,540</u>	<u>98,279</u>	<u>449,310</u>	<u>248,049</u>
Capital Expense						
Federal Expense: Preventative Maint (PM)	5,834	58,941	633,989	575,049	950,984	892,044
Furniture, Fixtures, & Equipment < \$5000	10,615	25,224	72,433	47,210	108,650	83,426
Construction in Progress	-	23,767	-	(23,767)	-	(23,767)
Federal Expense: Shelter & Accessories ACQ/Install	7,921	65,403	516,667	451,264	775,000	709,597
Federal & Non Federal Expense: Cap EX (Non PM)	-	19,731	1,899,979	1,880,248	2,849,968	2,830,237
Federal Expense: Capital (Non PM)	-	18,705	1,334,358	1,315,653	2,001,537	1,982,832
Total Capital Expense	<u>24,370</u>	<u>211,770</u>	<u>4,457,426</u>	<u>4,245,656</u>	<u>6,686,139</u>	<u>6,474,369</u>
Depreciation Expense	<u>267,674</u>	<u>2,154,072</u>	<u>-</u>	<u>(2,154,072)</u>	<u>-</u>	<u>(2,154,072)</u>
Total Expenses:	<u>2,661,902</u>	<u>22,110,910</u>	<u>29,202,922</u>	<u>7,092,017</u>	<u>43,804,385</u>	<u>21,693,474</u>
Net Income before Deprecation:	<u>291,241</u>	<u>4,328,663</u>	<u>(0)</u>	<u>(4,328,663)</u>	<u>0</u>	<u>(4,328,663)</u>
Add Back: Depreciation Expense	267,674	2,154,072	-	(2,154,072)	-	(2,154,072)
Net Income From Operations:	<u>558,915</u>	<u>6,482,734</u>	<u>(0)</u>	<u>(6,482,734)</u>	<u>0</u>	<u>(6,482,734)</u>

Central Midlands Transit Cash Budget Analysis
Period Ended February 28, 2025

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		<i>Jul-24</i>	<i>Aug-24</i>	<i>Sep-24</i>	<i>Oct-24</i>	<i>Nov-24</i>	<i>Dec-24</i>	<i>Jan-25</i>	<i>Feb-25</i>	<i>Mar-25</i>	<i>Apr-25</i>	<i>May-25</i>	<i>Jun-25</i>
	Beginning Balance	\$ 13,798,343	\$ 14,164,583	\$ 14,316,042	\$ 14,235,205	\$ 14,367,633	\$ 14,704,321	\$ 14,970,384	\$ 15,436,711	\$ 15,727,952	\$ 17,863,547	\$ 17,902,765	\$ 17,890,258
	+Projected Cash Inflow	\$ 3,110,999	\$ 2,923,889	\$ 2,740,383	\$ 3,041,315	\$ 3,022,381	\$ 2,979,173	\$ 3,268,825	\$ 2,953,144	\$ 2,579,905	\$ 84,859	\$ -	\$ -
	Cash Available	\$ 16,909,341	\$ 17,088,472	\$ 17,056,425	\$ 17,276,519	\$ 17,390,015	\$ 17,683,494	\$ 18,239,209	\$ 18,389,855	\$ 18,307,857	\$ 17,948,406	\$ 17,902,765	\$ 17,890,258
	-Projected Cash Outflow	\$ 2,744,759	\$ 2,772,430	\$ 2,821,220	\$ 2,908,886	\$ 2,685,694	\$ 2,713,110	\$ 2,802,498	\$ 2,661,902	\$ 444,310	\$ 45,641	\$ 12,507	\$ 12,257
	Net Cash Available	\$ 14,164,583	\$ 14,316,042	\$ 14,235,205	\$ 14,367,633	\$ 14,704,321	\$ 14,970,384	\$ 15,436,711	\$ 15,727,952	\$ 17,863,547	\$ 17,902,765	\$ 17,890,258	\$ 17,878,000
	Xfer of Funds												
	Ending Balance	\$ 14,164,583	\$ 14,316,042	\$ 14,235,205	\$ 14,367,633	\$ 14,704,321	\$ 14,970,384	\$ 15,436,711	\$ 15,727,952	\$ 17,863,547	\$ 17,902,765	\$ 17,890,258	\$ 17,878,000
	Annual Budgeted Amount	7/31/2024	8/31/2024	9/30/2024	10/31/2024	11/30/2024	12/31/2024	1/31/2025	2/28/2025	3/31/2025	4/30/2025	5/31/2025	6/30/2025
Revenue:													
Passenger Revenue	1,792,975	136,824	132,155	124,998	156,610	117,988	118,765	121,715	111,995	92,458	-	-	-
Advertising Revenue	50,000	4,167	4,167	4,167	5,438	6,250	6,250	7,700	6,250	6,250	-	-	-
Charter Revenue	-	-	-	-	-	-	11,321	11,321	11,321	11,321	-	-	-
Contracted Services Revenue	200,000	170,428	191,015	274,942	290,469	247,258	150,381	205,918	226,278	3,438	16,075	-	-
Miscellaneous Income	3,180	103	118	2,283	2,679	141	93	50	105	-	-	-	-
Local Revenue - Lexington Cty	418,995	68,784	-	-	68,784	-	-	68,784	-	-	68,784	-	-
Interest Income	795,000	315,381	179,319	(94,985)	181,211	324,426	218,747	166,313	179,481	8,339	-	-	-
Richland County 1% Sales Tax	27,602,400	2,398,089	2,398,089	2,398,089	2,310,299	2,310,299	2,310,299	2,399,462	2,399,462	2,399,462	-	-	-
Fuel Tax Refunds	316,516	12,419	12,419	10,263	14,355	8,309	10,439	162,532	10,376	-	-	-	-
OPT/SMTF 5339	555,132	-	-	-	-	-	-	-	-	-	-	-	-
Rental Income	960	-	-	-	-	-	960	-	-	-	-	-	-
Federal Revenue - NOLO Project	2,643,120	-	-	-	-	-	12,080	36,785	-	8,150	-	-	-
Federal Revenue - Health Care Access	375,000	-	-	-	(0)	-	-	17,517	-	-	-	-	-
Federal Revenue - Planning	90,000	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - Capital: Non Prev Maint	2,953,500	-	-	7,740	-	-	23,113	-	-	19,766	-	-	-
Federal Revenue - Capital: Prev. Maint	327,907	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue - Salaried Positions	106,000	-	-	-	-	-	23,157	-	-	-	-	-	-
Federal Revenue - ADP Software	640,000	-	-	2,642	-	-	56,368	3,920	-	-	-	-	-
Federal Revenue - ADP Hardware	340,402	-	-	-	-	-	13,907	852	-	8,659	-	-	-
Federal Revenue - EE Training	13,250	-	-	482	-	-	-	-	-	-	-	-	-
Federal Revenue - 3rd Party Contractual (Website)	3,816	-	-	-	-	-	160	-	-	-	-	-	-
Federal Revenue - Safety & Security	538,000	-	-	384	-	-	-	-	-	-	-	-	-
Federal Revenue - Vanpool	72,600	-	-	-	-	-	-	48,053	-	2,859	-	-	-
Federal Revenue - 5339 Shelter ACQ & Install	620,000	-	-	-	4,863	-	16,667	12,722	-	19,021	-	-	-
In Kind Facility Revenue	60,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	-	-	-
Gain(Loss) Sale of Asset	1,000	(1,686)	-	2,745	-	1,070	-	-	-	-	-	-	-
Concenssions/ATM Revenue	1,325	1,491	1,608	1,634	1,606	1,639	1,465	181	2,876	182	-	-	-
Total Revenues:	43,804,385	3,110,999	2,923,889	2,740,383	3,041,315	3,022,381	2,979,173	3,268,825	2,953,144	2,579,905	84,859	-	-
Expenses:													
Administrative													
Salaries (Staff/Intern) & Other Paid Wages	1,780,104	112,806	113,451	118,254	127,328	117,646	118,912	117,241	117,424	59,060	-	-	-
SC Retirement: ER	312,587	19,639	19,815	20,271	20,214	22,042	20,039	20,403	20,438	-	-	-	-
FICA & Medicare	161,989	8,066	8,422	8,830	9,494	8,770	8,839	9,251	8,873	4,398	-	-	-
Health Insurance: ER	115,662	9,058	10,488	9,535	8,880	8,880	10,526	12,234	12,234	12,234	693	693	693
SC Unemployment	15,226	(451)	110	162	177	90	103	1,441	919	275	-	-	-
Workers Comp	6,360	501	501	501	501	501	501	1,271	463	463	463	463	463
Vehicle Allowance	5,400	450	450	450	450	450	450	450	450	450	-	-	-
Dues/Subscriptions/Memberships	37,948	4,532	2,167	2,167	2,867	2,167	2,442	2,167	2,242	2,327	2,167	-	-
Marketing/Advertising/Promotional Material	503,935	17,965	33,529	37,316	38,483	25,271	29,057	30,587	21,159	617	1,500	-	-
Charitable Donations (Passes ONLY)	7,200	-	-	-	600	360	420	-	112	800	-	-	-
Postage & Shipping	6,869	1,259	-	-	200	201	(18)	220	201	-	-	-	-
Printing	91,584	705	266	1,006	3,075	8,867	1,021	163	981	285	-	-	-
Board/Committee/Transit Academy	6,519	387	450	309	309	112	-	-	97	-	-	-	-
Tickets & Transfers	21,200	2,128	1,738	1,384	3,818	1,089	1,428	1,837	1,396	946	-	-	-
Office Equipment - Lease & Rental	15,370	458	861	958	1,113	861	1,067	1,113	15,611	6,155	-	-	-
Admin Misc: Fines, Taxes, etc.	79,313	1,676	1,114	948	1,856	1,711	657	1,888	601	2,467	-	-	-
Banking Fees	14,840	462	517	866	556	605	522	15	484	-	-	-	-
Payroll Processing Fees	10,600	591	596	605	748	609	609	1,015	679	304	-	-	-

Central Midlands Transit Cash Budget Analysis

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Period Ended February 28, 2025

		Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
	Beginning Balance	\$ 13,798,343	\$ 14,164,583	\$ 14,316,042	\$ 14,235,205	\$ 14,367,633	\$ 14,704,321	\$ 14,970,384	\$ 15,436,711	\$ 15,727,952	\$ 17,863,547	\$ 17,902,765	\$ 17,890,258
	+Projected Cash Inflow	\$ 3,110,999	\$ 2,923,889	\$ 2,740,383	\$ 3,041,315	\$ 3,022,381	\$ 2,979,173	\$ 3,268,825	\$ 2,953,144	\$ 2,579,905	\$ 84,859	\$ -	\$ -
	Cash Available	\$ 16,909,341	\$ 17,088,472	\$ 17,056,425	\$ 17,276,519	\$ 17,390,015	\$ 17,683,494	\$ 18,239,209	\$ 18,389,855	\$ 18,307,857	\$ 17,948,406	\$ 17,902,765	\$ 17,890,258
	-Projected Cash Outflow	\$ 2,744,759	\$ 2,772,430	\$ 2,821,220	\$ 2,908,886	\$ 2,685,694	\$ 2,713,110	\$ 2,802,498	\$ 2,661,902	\$ 444,310	\$ 45,641	\$ 12,507	\$ 12,257
	Net Cash Available	\$ 14,164,583	\$ 14,316,042	\$ 14,235,205	\$ 14,367,633	\$ 14,704,321	\$ 14,970,384	\$ 15,436,711	\$ 15,727,952	\$ 17,863,547	\$ 17,902,765	\$ 17,890,258	\$ 17,878,000
	Xfer of Funds												
	Ending Balance	\$ 14,164,583	\$ 14,316,042	\$ 14,235,205	\$ 14,367,633	\$ 14,704,321	\$ 14,970,384	\$ 15,436,711	\$ 15,727,952	\$ 17,863,547	\$ 17,902,765	\$ 17,890,258	\$ 17,878,000
	Annual Budgeted Amount	7/31/2024	8/31/2024	9/30/2024	10/31/2024	11/30/2024	12/31/2024	1/31/2025	2/28/2025	3/31/2025	4/30/2025	5/31/2025	6/30/2025
Federal Expense: Staff Training & Development	63,600	6,181	665	5,663	5,958	1,467	305	11,128	1,332	5,805	-	250	-
Contractor-Fixed Route	20,117,068	1,476,579	1,514,759	1,524,475	1,584,176	1,448,494	1,407,135	1,506,621	1,419,175	-	-	-	-
Contractor-DART	4,902,030	347,474	365,073	343,824	363,556	345,445	338,094	345,724	342,157	-	-	-	-
Contractor-Spcl Svc/Svc Enhancements	386,900	5,597	5,341	5,248	5,518	5,173	6,514	5,823	5,795	-	-	-	-
Propane Fuel	863,900	46,302	48,160	41,368	48,020	34,043	36,303	41,422	41,537	37,450	-	-	-
Diesel & Vehicle Fuel	1,814,455	137,662	128,463	120,425	123,955	105,528	114,957	92,424	99,094	103,301	-	-	-
Hydrogen Fuel	10,600	992	-	633	818	-	745	805	6,817	13,772	-	-	-
OPT: SMTF Expenses	693,918	-	-	-	-	-	-	-	-	-	-	-	-
Facility Related Repairs & Maintenance Expense	409,884	25,551	44,276	25,141	33,151	39,952	44,858	38,105	31,485	64,782	8,438	-	-
Federal Expense: ADP Software ACQ & Maint	640,000	34,836	27,552	31,878	32,453	28,471	27,980	27,129	28,292	35,101	20,297	-	-
Federal Expense: ADP Hardware ACQ & Maint	340,402	1,293	16,928	1,293	15,200	1,293	1,293	1,293	1,293	1,293	796	-	-
Federal Expense: 3rd Party Contractual (Website)	4,770	200	200	200	200	200	200	200	200	200	-	-	-
Federal Expense: Safety & Security	560,000	54,178	48,292	48,436	51,478	46,258	53,170	52,504	40,804	35,532	-	-	-
Federal Expense: Van Pool Ops	145,200	13,000	12,016	12,500	13,742	13,583	14,097	14,516	15,000	-	-	-	-
Federal Expense: 5310	468,750	27,142	31,482	43,314	52,312	43,458	52,468	45,860	50,634	-	-	-	-
Insurance - Vehicle	15,365	110	110	219	219	219	219	219	219	219	219	219	219
Insurance - Facility	76,000	6,115	6,340	6,325	6,325	6,325	6,325	6,325	6,325	6,325	6,325	6,325	6,325
Insurance-Tort Liability	44,952	2,006	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585
Insurance-Officers & Directors	12,720	969	969	972	972	972	972	972	972	972	972	972	972
Professional Contract Services	1,835,716	57,523	41,470	62,038	45,268	33,749	34,304	69,817	37,241	14,440	-	-	-
Fare Collection Service & Supplies	10,000	-	-	-	-	-	-	-	-	-	-	-	-
Natural Gas	19,260	78	79	84	315	1,320	1,424	1,715	1,651	1,298	-	-	-
Electric	160,500	9,964	9,193	10,100	9,600	11,178	12,018	12,669	12,875	10,776	-	-	-
Water & Sewer	69,550	3,359	3,517	3,285	3,252	3,252	3,047	3,144	3,169	-	-	-	-
Telecommunications	200,000	9,789	9,865	10,008	9,957	9,995	10,510	10,005	10,844	9,061	-	-	-
Federal Expense: Preventative Maint (PM)	950,984	6,463	2,000	1,705	1,667	1,617	37,923	1,731	5,834	1,728	186	-	-
Furniture, Fixtures, & Equipment < \$5000	108,650	1,052	293	3,445	786	8,762	270	-	10,615	-	-	-	-
Federal Expense: Shelter & Accessories ACQ/Install	775,000	33	1,511	29,609	2,800	3,800	19,000	728	7,921	7,888	-	-	-
Federal & Non Federal Expense: Cap EX (Non PM)	2,849,968	-	-	-	-	19,731	-	-	-	-	-	-	-
Federal Expense: Capital (Non PM)	2,001,537	12,444	(12,444)	-	-	-	-	18,705	-	-	-	-	-
Construction in Progress	-	10,526	-	7,987	5,254	-	-	-	-	-	-	-	-
In Kind Facility Expense	60,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	-	-	-
Depreciation Expense	-	262,107	263,263	268,902	262,681	262,592	283,822	283,032	267,674	-	-	-	-
Total Expenses:	43,804,385	2,744,759	2,772,430	2,821,220	2,908,886	2,685,694	2,713,110	2,802,498	2,661,902	444,310	45,641	12,507	12,257
Add Back: Depreciation Expense	-	262,107	263,263	268,902	262,681	262,592	283,822	283,032	267,674	-	-	-	-
Net Income From Operations:	0	628,348	414,722	188,065	395,110	599,279	549,885	749,359	558,915	2,135,595	39,218	(12,507)	(12,258)



South Carolina Office of State Treasurer
Curtis M. Loftis, Jr.
Local Government Investment Pool
Statement of Account
02/01/2025 - 02/28/2025

CENTRAL MIDLANDS REGIONAL Operating Reserve 3613 Lucius Road Columbia, SC 29201	Account Number:	2530
	Beginning Balance:	20,525,288.55
	Ending Balance:	23,604,157.39
	Average Balance:	22,561,002.84
	Average Interest Rate (365):	4.5570 %

Date	Description	Contributions	Withdrawals	Balance
02/01/2025	Beginning Balance	--	--	20,525,288.55
02/10/2025	Deposit	3,000,000.00	--	23,525,288.55
02/28/2025	Reinvestment	78,868.84	--	23,604,157.39

	Funds Received	Funds Withdrawn	Interest Earned
MTD	3,000,000.00	0.00	78,868.84
YTD	3,000,000.00	0.00	682,682.60



South Carolina Office of State Treasurer
Curtis M. Loftis, Jr.
Local Government Investment Pool
Statement of Account
02/01/2025 - 02/28/2025

CENTRAL MIDLANDS REGIONAL Emergency Reserve 3613 Lucius Road Columbia, SC 29201	Account Number:	2533
	Beginning Balance:	18,925,311.11
	Ending Balance:	21,998,586.62
	Average Balance:	20,961,025.40
	Average Interest Rate (365):	4.5570 %

Date	Description	Contributions	Withdrawals	Balance
02/01/2025	Beginning Balance	--	--	18,925,311.11
02/10/2025	Deposit	3,000,000.00	--	21,925,311.11
02/28/2025	Reinvestment	73,275.51	--	21,998,586.62

	Funds Received	Funds Withdrawn	Interest Earned
MTD	3,000,000.00	0.00	73,275.51
YTD	3,000,000.00	0.00	630,021.00



South Carolina Office of State Treasurer
Curtis M. Loftis, Jr.
Local Government Investment Pool
Statement of Account
07/01/2024 - 02/28/2025

CENTRAL MIDLANDS REGIONAL Operating Reserve 3613 Lucius Road Columbia, SC 29201	Account Number:	2530
	Beginning Balance:	19,921,474.79
	Ending Balance:	23,604,157.39
	Average Balance:	20,463,249.83
	Average Interest Rate (365):	5.0111 %

Date	Description	Contributions	Withdrawals	Balance
07/01/2024	Beginning Balance	--	--	19,921,474.79
07/31/2024	Reinvestment	93,073.76	--	20,014,548.55
08/31/2024	Reinvestment	93,208.10	--	20,107,756.65
09/30/2024	Reinvestment	88,207.77	--	20,195,964.42
10/31/2024	Reinvestment	86,318.71	--	20,282,283.13
11/30/2024	Reinvestment	81,076.41	--	20,363,359.54
12/31/2024	Reinvestment	81,952.39	--	20,445,311.93
01/31/2025	Reinvestment	79,976.62	--	20,525,288.55
02/10/2025	Deposit	3,000,000.00	--	23,525,288.55
02/28/2025	Reinvestment	78,868.84	--	23,604,157.39

	Funds Received	Funds Withdrawn	Interest Earned
MTD	3,000,000.00	0.00	78,868.84
YTD	3,000,000.00	0.00	682,682.60



South Carolina Office of State Treasurer
Curtis M. Loftis, Jr.
Local Government Investment Pool
Statement of Account
07/01/2024 - 02/28/2025

CENTRAL MIDLANDS REGIONAL Emergency Reserve 3613 Lucius Road Columbia, SC 29201	Account Number:	2533
	Beginning Balance:	18,368,565.62
	Ending Balance:	21,998,586.62
	Average Balance:	18,886,393.37
	Average Interest Rate (365):	5.0106 %

Date	Description	Contributions	Withdrawals	Balance
07/01/2024	Beginning Balance	--	--	18,368,565.62
07/31/2024	Reinvestment	85,818.52	--	18,454,384.14
08/31/2024	Reinvestment	85,942.37	--	18,540,326.51
09/30/2024	Reinvestment	81,331.83	--	18,621,658.34
10/31/2024	Reinvestment	79,590.03	--	18,701,248.37
11/30/2024	Reinvestment	74,756.37	--	18,776,004.74
12/31/2024	Reinvestment	75,564.07	--	18,851,568.81
01/31/2025	Reinvestment	73,742.30	--	18,925,311.11
02/10/2025	Deposit	3,000,000.00	--	21,925,311.11
02/28/2025	Reinvestment	73,275.51	--	21,998,586.62

	Funds Received	Funds Withdrawn	Interest Earned
MTD	3,000,000.00	0.00	73,275.51
YTD	3,000,000.00	0.00	630,021.00

Optus Bank
1241 MAIN ST
COLUMBIA, SC 29201



RETURN SERVICE REQUESTED

Central Midlands Regional Transit Auth
3613 Lucius Road
Columbia, SC 29201

Contact Us
803-733-8100
www.optus.bank



Account
Central Midlands Regional Transit Auth

Date
02/28/2025

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1 of 2

IntraFi Cash ServiceSM, or ICS[®], Monthly Statement

The following information is a summary of activity in your account(s) for the month of February 2025 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law. Certain conditions must be satisfied for "pass-through" FDIC deposit insurance coverage to apply. To meet the conditions for pass-through FDIC deposit insurance, deposit accounts at FDIC-insured banks in IntraFi's network that hold deposits placed using an IntraFi service are titled, and deposit account records are maintained, in accordance with FDIC regulations for pass-through coverage.

Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
*****888	Demand	3.55%	\$4,148,189.19	\$4,190,251.46
TOTAL			\$4,148,189.19	\$4,190,251.46

DETAILED ACCOUNT OVERVIEW

Account ID: *****888
Account Title: Central Midlands Regional Transit Auth



Account Summary - Demand			
Statement Period	2/1-2/28/2025	Average Daily Balance	\$4,173,799.90
Previous Period Ending Balance	\$4,148,189.19	Interest Rate at End of Statement Period	3.55%
Total Program Deposits	30,682.12	Annual Percentage Yield Earned	3.61%
Total Program Withdrawals	(0.00)	YTD Interest Paid	23,973.66
Interest Capitalized	11,380.15		
Current Period Ending Balance		\$4,190,251.46	

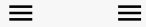
Account Transaction Detail

Date	Activity Type	Amount	Balance
02/04/2025	Deposit	\$15.46	\$4,148,204.65
02/06/2025	Deposit	30,666.66	4,178,871.31
02/28/2025	Interest Capitalization	11,380.15	4,190,251.46

Summary of Balances as of February 28, 2025

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
BOKF, National Association	Tulsa, OK	4214	\$247,673.68
Bank OZK	Little Rock, AR	110	247,673.66
Bank of Baroda	New York, NY	33681	247,661.26
Bank of Springfield	Springfield, IL	19506	247,673.68
Barclays Bank Delaware	Wilmington, DE	57203	247,673.67
Carrollton Bank	Carrollton, IL	12383	247,673.68
Centennial Bank	Conway, AR	11241	247,673.68
Citizens Bank, National Association	Providence, RI	57957	247,625.36
Comerica Bank	Dallas, TX	983	227,436.74
Flagstar Bank, N.A.	Hicksville, NY	32541	247,673.68
Guaranty Bank	Springfield, MO	58892	247,673.68
INTRUST Bank NA	Wichita, KS	4799	247,673.68
Manufacturers and Traders Trust Co	Buffalo, NY	588	48.31
Northwest Bank	Warren, PA	28178	247,673.68
Raymond James Bank	St. Petersburg, FL	33893	247,673.68
ServisFirst Bank	Birmingham, AL	57993	247,673.68
Truist Bank	Charlotte, NC	9846	247,673.67
U.S. Bank National Association	Cincinnati, OH	6548	48.31
Valley National Bank	Morristown, NJ	9396	247,673.68

Optus Bank



\$6,314,519.60
Total Principal Balance

\$20,329.50
Total Accrued Interest

→ Download Documents

Accounts List (8 accounts)

Export

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 2741	
🕒 Maturity Date 5/30/2024	
\$0.00	\$0.00
Accrued Interest	Account Balance

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 3609	
🔄 3-year CD 🕒 Maturity Date 9/9/2027	
\$4,379.86	\$505,350.06
Accrued Interest	Account Balance

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 6315	
🔄 52-week CD 🕒 Maturity Date 1/8/2026	
\$5,415.77	\$600,000.00
Accrued Interest	Account Balance

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 5263	
🕒 Maturity Date 9/12/2024	
\$0.00	\$0.00
Accrued Interest	Account Balance

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 6541	
🔄 2-year CD 🕒 Maturity Date 5/28/2026	
\$10,533.87	\$1,000,000.00
Accrued Interest	Account Balance

Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 0888	
🏠 Demand	
\$0.00	\$4,209,169.54
Accrued Interest	Principal Balance

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 0458	
Capital Reserves Funds	
🕒 Maturity Date 1/11/2024	
\$0.00	\$0.00
Accrued Interest	Account Balance

CDARS	
Central Midlands Regional Transit Auth	
Central Midlands Regional Transit Auth • 9588	
Capital Reserves Funds	
🕒 Maturity Date 1/9/2025	
\$0.00	\$0.00
Accrued Interest	Account Balance

Showing 1 to 8 of 8 accounts



2/1/2025

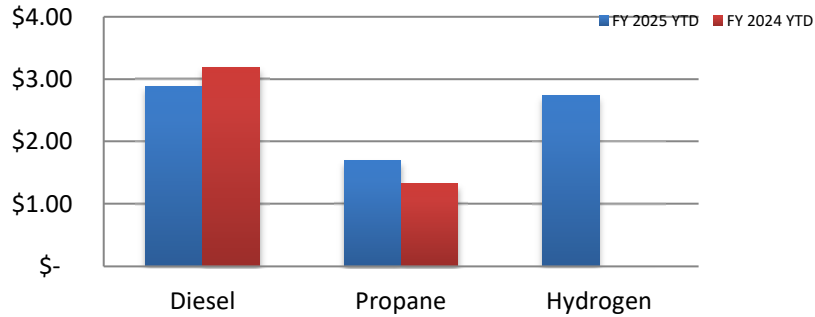
MONTHLY FUEL GAUGE REPORT

	<u>Diesel/Unl (4321)</u>	<u>Propane (4320)</u>	<u>Hydrogen/Nitrogen (4322)</u>
FY 2025 YTD			
July 2024 - June 2025			
Budgeted Cost Per Gallon	\$ 3.41	\$ 1.41	\$ 1.94
Average Price per Gallon	\$ 2.88	\$ 1.69	\$ 2.73
Net Gallons Purchased	319,973.60	199,241.40	4126.06
Total Cost	\$ 922,508.55	\$ 337,154.33	\$ 11,271.56
Total Savings per Gallon Average (\$)	\$ 0.53	\$ (0.28)	\$ (0.79)
Total Savings This Budget Period Average	\$ 169,657.34	\$ (55,745.78)	\$ (3,259.79)
FY 2024 YTD			
July 2023 - June 2024			
Budgeted Cost Per Gallon	\$ 3.90	\$ 1.74	\$ -
Average Price per Gallon	\$ 3.19	\$ 1.32	\$ -
Net Gallons Purchased	491,986.22	365,950.60	-
Total Cost	\$ 1,571,644.94	\$ 481,365.36	\$ -
Total Savings per Gallon Average (\$)	\$ 0.71	\$ 0.42	\$ -
Total Savings This Budget Period Average	\$ 349,310.22	\$ 153,699.25	\$ -

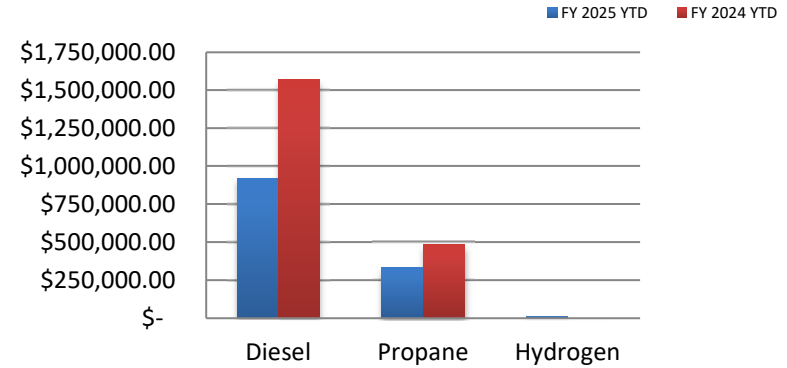
	Diesel		Propane		Hydrogen
FY 2025 YTD	\$	2.88	\$	1.69	\$ 2.73
FY 2024 YTD	\$	3.19	\$	1.32	\$ -

	Diesel		Propane		Hydrogen
FY 2025 YTD	\$	922,508.55	\$	337,154.33	#####
FY 2024 YTD	\$	1,571,644.94	\$	481,365.36	\$ -

Average Price Per Gallon

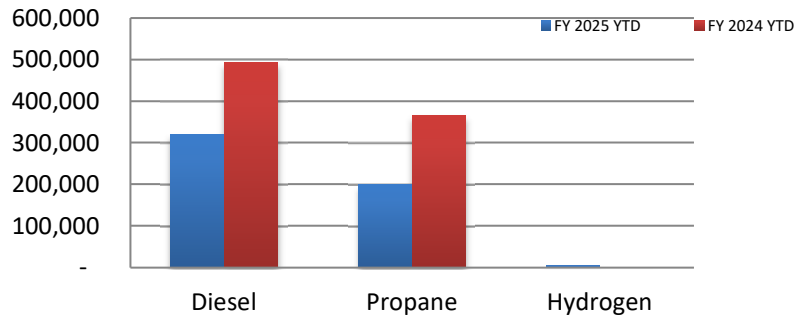


Total Fuel Cost



	Diesel		Propane		Hydrogen
FY 2025 YTD		319,974		199,241	4,126
FY 2024 YTD		491,986		365,951	-

Net Gallons Purchased





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THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548097
Bill Atty: F. Heizer
As of 02/28/25

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000003 LABOR ISSUES

BILL SUMMARY THROUGH FEBRUARY 28, 2025

Professional Services	\$1,110.00
TOTAL DUE THIS BILL	\$1,110.00

Paid in full with portion of Check No. 13654

Balance due \$0.00

WIRING INSTRUCTIONS:

**Burr & Forman LLP Operating Account Wiring Instructions
Fees and Expenses Only**

Account Name:	Burr & Forman LLP 420 North 20 th Street, Suite 3400 Birmingham, Alabama 35203
Financial Institution:	Synovus Bank 1137 1 st Avenue Columbus, GA 31901
Domestic Wire and ACH ABA No.:	061100606
Account Number:	1005853518
International Wires SWIFT BIC:	FICOUS44
Burr & Forman Tax ID:	63-0322727

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BURR & FORMAN LLP

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT
AUTHOR
0000003 LABOR ISSUES

20 Mar 2025

Invoice # 1548097
Page 2

THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548097
Bill Atty: F. Heizer
As of 02/28/25

EMPLOYER I.D. #63-0322727

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000003 LABOR ISSUES

Date	Description	Tkpr	Hours	Value
02/04/25	Correspondence with client regarding no response from ACP vendor	BRJ	0.10	\$30.00
02/05/25	Providing analysis to client on decision to go a new route for automatic person counting technology due to strategic mapping's failure to respond and correct their actions	BRJ	0.30	\$90.00
02/06/25	Receipt, review of SCHAC passenger discrimination charge and respond to client regarding same; additional follow-up	RJM	0.70	\$210.00
02/06/25	Reviewing human affairs complaint and drafting letter to RATPDev notifying them of the need for their indemnification in this matter; correspondence with RATPDev	BRJ	0.50	\$150.00
02/10/25	Discussion with Atty Morgan re strategy to approach of human affairs complaint	BRJ	0.20	\$60.00
02/10/25	Email correspondence and phone call with Lenny Cooksey regarding approach to handling human affairs complaint lodged against COMET	BRJ	0.30	\$90.00
02/12/25	Correspondence with L Cooksey regarding process moving forward with human affairs complaint	BRJ	0.10	\$30.00
02/13/25	Telephone call with M. Pearl regarding update	RJM	0.30	\$90.00
02/19/25	Conference call with F. Heizer and P. Baker regarding staff Board training	RJM	0.50	\$150.00

BURR & FORMAN LLP

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT
 0000003 AUTHOR
 LABOR ISSUES

20 Mar 2025

Invoice # 1548097
 Page 3

<u>Date</u>	<u>Description</u>	<u>Tkpr</u>	<u>Hours</u>	<u>Value</u>
02/26/25	Correspondence with client regarding new ACP counters	BRJ	0.20	\$60.00
02/28/25	Telephone call regarding employee Board training	RJM	0.50	\$150.00
	Total Services		3.70	\$1,110.00
	Total Services and Disbursements			<u>\$1,110.00</u>
	TOTAL NOW DUE			<u><u>\$1,110.00</u></u>

SUMMARY OF SERVICES

<u>Name</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Richard J. Morgan	\$300.00	2.00	\$600.00
Benjamin R. Jenkins	\$300.00	1.70	<u>\$510.00</u>
TOTALS		3.70	\$1,110.00



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THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548098
Bill Atty: J. McInnis
As of 02/28/25

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000022 Intermodal Facility - Real Estate

BILL SUMMARY THROUGH FEBRUARY 28, 2025

Professional Services	<u>\$6,510.00</u>
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TOTAL DUE THIS BILL	\$6,510.00
----------------------------	-------------------

Paid in full with portion of Check No. 13654

Balance Due \$0.00

WIRING INSTRUCTIONS:

**Burr & Forman LLP Operating Account Wiring Instructions
Fees and Expenses Only**

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Account Number:	1005853518
International Wires SWIFT BIC:	FICOUS44
Burr & Forman Tax ID:	63-0322727

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2033702 CENTRAL MIDLANDS REGIONAL TRANSIT
AUTHOR
0000022 Intermodal Facility - Real Estate

20 Mar 2025

Invoice # 1548098
Page 2

THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548098
Bill Atty: J. McInnis
As of 02/28/25

EMPLOYER I.D. #63-0322727

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000022 Intermodal Facility - Real Estate

Date	Description	Tkpr	Hours	Value
02/03/25	Call with working group regarding deal structure and timing; Emails; Work on title and layout issues	JLM	2.10	\$630.00
02/04/25	Emails; Review maps and structure	JLM	0.90	\$270.00
02/05/25	Work on title	JLM	1.80	\$540.00
02/06/25	Review site layouts and prior surveys; Prep for meeting	JLM	2.10	\$630.00
02/10/25	Conference call regarding deal structure; Preparation and follow-up on call	JLM	1.40	\$420.00
02/11/25	Work on properties; Present ownership tax map	JLM	1.90	\$570.00
02/12/25	Review property layout and diligence items; Prepare for call	JLM	1.50	\$450.00
02/13/25	Call with Railroad and CMRTA; Review Railroad Information pre and post call	JLM	2.90	\$870.00
02/19/25	Coordinate and review title updates	JLM	1.40	\$420.00
02/24/25	Review title issues; RR property	JLM	1.90	\$570.00
02/25/25	Review materials from RR regarding Blanding Street property; Pull deed referenced and review	JLM	2.20	\$660.00
02/28/25	Review title information; Emails regarding Archives	JLM	1.60	\$480.00
Total Services			21.70	\$6,510.00

BURR & FORMAN LLP

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT
AUTHOR
0000022 Intermodal Facility - Real Estate

20 Mar 2025
Invoice # 1548098
Page 3

Total Services and Disbursements	<u>\$6,510.00</u>
TOTAL NOW DUE	<u><u>\$6,510.00</u></u>

SUMMARY OF SERVICES

<u>Name</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Judith L. McInnis	\$300.00	<u>21.70</u>	<u>\$6,510.00</u>
TOTALS		21.70	\$6,510.00



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THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548095
Bill Atty: F. Heizer
As of 02/28/25

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000017 Special Projects

BILL SUMMARY THROUGH FEBRUARY 28, 2025

Professional Services	\$660.00
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TOTAL DUE THIS BILL	\$660.00
----------------------------	-----------------

Paid in full with portion of Check No. 13654

Balance Due \$0.00

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2033702 CENTRAL MIDLANDS REGIONAL TRANSIT
 AUTHOR
 0000017 Special Projects

20 Mar 2025

Invoice # 1548095
 Page 2

THE COMET (CENTRAL MIDLANDS TRANSIT)
 3613 LUCIUS RD
 COLUMBIA, SC 29201

20 Mar 2025
 Invoice # 1548095
 Bill Atty: F. Heizer
 As of 02/28/25

EMPLOYER I.D. #63-0322727

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
 0000017 Special Projects

Date	Description	Tkpr	Hours	Value
02/03/25	Emails with Maurice Peral regarding Fluitron	BEN	0.30	\$90.00
02/13/25	Emails; Pull railroad easements	MS	0.40	\$60.00
02/18/25	Emails; Review title	MS	0.20	\$30.00
02/19/25	Update title; Revise commitments; Emails	MS	1.20	\$180.00
02/25/25	Review railroad property information; Call w/ Judith McInnis; Emails	MS	2.00	\$300.00
Total Services			4.10	\$660.00
Total Services and Disbursements				<u>\$660.00</u>
TOTAL NOW DUE				<u><u>\$660.00</u></u>

SUMMARY OF SERVICES

Name	Rate	Hours	Amount
Benjamin E. Nicholson	\$300.00	0.30	\$90.00
Marcia L. Stokes	\$150.00	3.80	<u>\$570.00</u>
TOTALS		4.10	\$660.00



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THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548099
Bill Atty: F. Heizer
As of 02/28/25

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000008 Intellectual Property Matters

BILL SUMMARY THROUGH FEBRUARY 28, 2025

Professional Services	\$840.00
Disbursements	\$1,150.00
TOTAL DUE THIS BILL	\$1,990.00

Paid in full with portion of Check No. 13654

Balance Due \$0.00

WIRING INSTRUCTIONS:

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Account Number:	1005853518
International Wires SWIFT BIC:	FICOUS44
Burr & Forman Tax ID:	63-0322727
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0000008 Intellectual Property Matters

20 Mar 2025

Invoice # 1548099
Page 2

THE COMET (CENTRAL MIDLANDS TRANSIT)
3613 LUCIUS RD
COLUMBIA, SC 29201

20 Mar 2025
Invoice # 1548099
Bill Atty: F. Heizer
As of 02/28/25

EMPLOYER I.D. #63-0322727

2033702 CENTRAL MIDLANDS REGIONAL TRANSIT AUTHORITY
0000008 Intellectual Property Matters

Date	Description	Tkpr	Hours	Value
02/04/25	THE COMET (Word Mark) - Sec. 8 Renewal and Sec. 15 Incontestability Filing - Services for obtaining/analyzing specimen and confirming continued use of mark in commerce; Review of registered goods/services for accuracy/amendment; Review and approve filing documents.	NTQ	1.40	\$420.00
02/04/25	THE COMET (LOGO) - Sec. 8 Renewal and Sec. 15 Incontestability Filing - Services for obtaining/analyzing specimen and confirming continued use of mark in commerce; Review of registered goods/services for accuracy/amendment; Review and approve filing documents.	NTQ	1.40	\$420.00
Total Services			2.80	\$840.00

Date	Disbursements	Value
02/04/25	Patent and Trademark – VENDOR: Director of the U.S. Patent & Trademark; INVOICE#: 020425-88005943; DATE: 2/4/2025 - USPTO Filing Receipt for Combined Declaration of Use and Incontestability Under Sections 8 & 15 Form and Next Steps - Mark. THE COMET - Application serial no. 88005943 [C/M 2033702-0000015]	575.00
02/04/25	Patent and Trademark – VENDOR: Director of the U.S. Patent & Trademark; INVOICE#: 020425-88005411; DATE: 2/4/2025 - USPTO Filing Receipt for Combined Declaration of Use and Incontestability Under Sections 8 & 15 Form and	575.00

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2033702 CENTRAL MIDLANDS REGIONAL TRANSIT
 0000008 AUTHOR
 Intellectual Property Matters

20 Mar 2025

Invoice # 1548099
 Page 3

<u>Date</u>	<u>Disbursements</u>	<u>Value</u>
	Next Steps - Mark. THE COMET (design) - Application serial no. 88005411 [C/M 2033702- 0000016]	
	Total Disbursements	\$1,150.00
	Total Services and Disbursements	<u>\$1,990.00</u>
	TOTAL NOW DUE	<u><u>\$1,990.00</u></u>

SUMMARY OF SERVICES

<u>Name</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Nathaniel T. Quirk	\$300.00	<u>2.80</u>	<u>\$840.00</u>
TOTALS		2.80	\$840.00



Francenia B. Heizer
 fheizer@burr.com
 Office - 803.753.3338
 Cell - 803.331.9415

1221 Main Street
 Suite 1800
 Columbia, SC 29201

Mailing Address
 Post Office Box 11390
 Columbia, SC 29211

March 20, 2025

Office (803) 799-9800
Fax (803) 753-3278

BURR.COM

Rosalyn Andrews, Director of Finance/CFO
 Central Midlands Regional Transit Authority
 VIA E-MAIL

FOR PROFESSIONAL SERVICES RENDERED AS GENERAL COUNSEL

February 2025	<u>\$4,000</u>
Total	\$4,000
Paid from portion of overpayment from Check No. 13654	(\$4,000)
Balance Due	\$0.00



1221 Main Street
Suite 1800
Columbia, SC 29201

Mailing Address
Post Office Box 11390
Columbia, SC 29211

Office (803) 799-9800

Fax (803) 753-3278

BURR.COM

MEMORANDUM

To: Rosalyn Andrews, Finance Director/CFO
Central Midlands Regional Transit Authority

From: Francenia B. Heizer, Esquire

Date: March 20, 2025

Subject: General Counsel Services

During the month of February 2025, the following general counsel services were rendered:

Preparation for and attendance at Board meeting
Audit Response

Telephone conversations, meetings, conference calls, correspondence and e-mails on various matters



CHERNOFF NEWMAN

INVOICE

Invoice Number : 63202-000
 Date : 02/28/2025
 Page : 1

COMET
 Attn: Accounting
 3613 Lucius Road
 Columbia, SC 29201

February 2025

Job: 006407 – Direct Consultation to COMET Board, Executive or Staff

	<u>Hours</u>	<u>Rate</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Rick Silver	0.50	225.00	02/05/2025	Review updated post-referendum presentation and suggestions	112.50
Rick Silver	0.50	225.00	02/07/2025	Review updates PPT and Leave Behind	112.50
Rebecca Elliott	0.50	140.00	02/05/2025	Review updated post-referendum presentation and suggestions	70.00
Rebecca Elliott	0.25	140.00	02/06/2025	Discuss updates with Rick and Trevor	35.00
Rebecca Elliott	0.50	140.00	02/07/2025	Review updates PPT and Leave Behind	70.00
Rebecca Elliott	0.50	140.00	02/17/2025	Follow up on presentation edits check in with Trevor	70.00
Trevor Baker	1.50	175.00	02/04/2025	Start to update PPT presentation	225.00
Trevor Baker	0.50	175.00	02/05/2025	update slides with suggested edits	75.00
Trevor Baker	0.50	175.00	02/06/2025	update edits and provide instructions for AD to make PPT and handout revisions	75.00
Trevor Baker	0.50	175.00	02/07/2025	Review art updates, make comments about needed edits	75.00
Nicholas Bozard	0.50	135.00	02/04/2025	Made request for new materials to make updates to presentation and one-sheeter. Began compiling info.	67.50
Nicholas Bozard	1.25	135.00	02/07/2025	Made edits to COMET Presentation and accompanying one-sheeter	168.75

Total Hours 7.50

Total Due \$1,156.25

TERMS: NET 30 DAYS
 ACH/EFT Information:
 Synovus Bank
 2401 Devine Street
 Columbia SC 29205
 Routing Number: 061100606
 Account Number: 4509324701

Time & Labor Detail By Project (For Project Managers)

Date Worked	Project Name	Task Name	User Name	Actual Hours Worked
Project Number: 24-COMET-0001				
2/3/2025	2024-2025: Community Relations	Project management tasks	Rachel Hunt	0.250
2/3/2025	2024-2025: Community Relations	Client revisions	Forrest Clonts	0.250
2/4/2025	2024-2025: Community Relations	Project management tasks	Rachel Hunt	0.250
2/4/2025	2024-2025: Community Relations	Implementation	Forrest Clonts	0.250
2/13/2025	2024-2025: Community Relations	Implementation	Rachel Hunt	0.250
2/13/2025	2024-2025: Community Relations	Client revisions	Forrest Clonts	0.250
Total for Project Number:		24-COMET-0001		1.50
Project Number: 24-COMET-0002				
2/4/2025	2024-2025: Marketing Plan	Monthly PM reports	Rachel Hunt	0.750
2/5/2025	2024-2025: Marketing Plan	Monthly PM reports	Rachel Hunt	0.750
2/6/2025	2024-2025: Marketing Plan	Monthly PM reports	Rachel Hunt	1.500
2/7/2025	2024-2025: Marketing Plan	Monthly PM reports	Rachel Hunt	2.250
2/27/2025	2024-2025: Marketing Plan	Monthly PM reports	Rachel Hunt	0.500
2/28/2025	2024-2025: Marketing Plan	Monthly PM reports	Rachel Hunt	0.250
Total for Project Number:		24-COMET-0002		6.00
Project Number: 24-COMET-0003				
2/3/2025	2024-2025: Internet Presence	Newsletters	Rachel Hunt	0.250
2/3/2025	2024-2025: Internet Presence	Newsletters	Forrest Clonts	0.250
2/5/2025	2024-2025: Internet Presence	Create new content	Rachel Hunt	0.250
2/5/2025	2024-2025: Internet Presence	Newsletters	Rachel Hunt	0.250
2/6/2025	2024-2025: Internet Presence	Create new content	Haley Nelson	0.500
2/6/2025	2024-2025: Internet Presence	Create new content	Rachel Hunt	0.500
2/6/2025	2024-2025: Internet Presence	Create new content	Haley Nelson	0.500
2/7/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	1.000
2/10/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	1.250
2/10/2025	2024-2025: Internet Presence	Newsletters	Rachel Hunt	0.250
2/11/2025	2024-2025: Internet Presence	Newsletters	Rebecca Rebl	0.500
2/11/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	0.500
2/12/2025	2024-2025: Internet Presence	Newsletters	Rebecca Rebl	3.500
2/12/2025	2024-2025: Internet Presence	Create new content	Rachel Hunt	0.250
2/13/2025	2024-2025: Internet Presence	Create new content	Rachel Hunt	0.250

2/13/2025	2024-2025: Internet Presence	Newsletters	Rachel Hunt	0.250
2/13/2025	2024-2025: Internet Presence	Create new content	Haley Nelson	0.500
2/13/2025	2024-2025: Internet Presence	Newsletters	Rebecca Rebl	0.500
2/13/2025	2024-2025: Internet Presence	Create new content	Forrest Clonts	0.500
2/17/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	0.250
2/17/2025	2024-2025: Internet Presence	Newsletters	Rachel Hunt	0.250
2/17/2025	2024-2025: Internet Presence	Newsletters	Rebecca Rebl	0.250
2/20/2025	2024-2025: Internet Presence	Newsletters	Rachel Hunt	0.250
2/20/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	0.250
2/24/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	1.000
2/25/2025	2024-2025: Internet Presence	Create new content	Haley Nelson	0.500
2/25/2025	2024-2025: Internet Presence	Create new content	Haley Nelson	1.000
2/27/2025	2024-2025: Internet Presence	Newsletters	Haley Nelson	0.750
2/27/2025	2024-2025: Internet Presence	Project management tasks	Rachel Hunt	0.750
Total for Project Number:		24-COMET-0003		

17.00

Project Number:		24-COMET-0007		
2/4/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.250
2/4/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.250
2/5/2025	2024-2025: Graphic Design	Client revisions	Rachel Hunt	0.500
2/5/2025	2024-2025: Graphic Design	Design	Rebecca Rebl	0.500
2/5/2025	2024-2025: Graphic Design	Project management tasks	Rachel Hunt	0.250
2/7/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.250
2/10/2025	2024-2025: Graphic Design	Design	Rebecca Rebl	0.250
2/10/2025	2024-2025: Graphic Design	Internal team review	Forrest Clonts	0.500
2/10/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.250
2/11/2025	2024-2025: Graphic Design	Design	Caitlin Maloney	0.250
2/11/2025	2024-2025: Graphic Design	Design	Rebecca Rebl	0.750
2/13/2025	2024-2025: Graphic Design	Design	Rebecca Rebl	1.500
2/13/2025	2024-2025: Graphic Design	Project management tasks	Rachel Hunt	0.250
2/13/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.250
2/14/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.500
2/14/2025	2024-2025: Graphic Design	Internal team review	Forrest Clonts	0.500
2/17/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.250
2/17/2025	2024-2025: Graphic Design	Design	Rebecca Rebl	0.250
2/20/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.500
2/21/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.500

2/21/2025	2024-2025: Graphic Design	Design	Rebecca Rebl	0.250
2/28/2025	2024-2025: Graphic Design	Design	Rachel Hunt	0.500

Total for Project Number:

24-COMET-0007**9.25****Project Number: 24-COMET-0009**

2/10/2025	2024-2025: Photography	Project management tasks	Forrest Clonts	0.500
2/14/2025	2024-2025: Photography	Project management tasks	Forrest Clonts	0.500
2/14/2025	2024-2025: Photography	Project management tasks	Rachel Hunt	0.250
2/19/2025	2024-2025: Photography	On-site photoshoot	Forrest Clonts	0.500
2/19/2025	2024-2025: Photography	Project management tasks	Rachel Hunt	0.750
2/21/2025	2024-2025: Photography	Project management tasks	Forrest Clonts	0.500
2/24/2025	2024-2025: Photography	Project management tasks	Forrest Clonts	0.500
2/25/2025	2024-2025: Photography	Project management tasks	Forrest Clonts	0.500

Total for Project Number:

24-COMET-0009**4.00****Project Number: 24-COMET-0010**

2/3/2025	2024-2025: Social Media	Influencer marketing	Forrest Clonts	0.500
2/3/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.250
2/3/2025	2024-2025: Social Media	Influencer marketing	Maiya Wingfield	0.250
2/5/2025	2024-2025: Social Media	Influencer marketing	Maiya Wingfield	0.250
2/5/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.250
2/5/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.750
2/5/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.250
2/6/2025	2024-2025: Social Media	Influencer marketing	Maiya Wingfield	0.750
2/6/2025	2024-2025: Social Media	Content creation	Maiya Wingfield	0.500
2/6/2025	2024-2025: Social Media	Content creation	Maiya Wingfield	1.000
2/7/2025	2024-2025: Social Media	Reporting	Maiya Wingfield	0.250
2/13/2025	2024-2025: Social Media	Content creation	Maiya Wingfield	1.250
2/14/2025	2024-2025: Social Media	Internal team review	Rachel Hunt	0.250
2/17/2025	2024-2025: Social Media	Internal team review	Rachel Hunt	0.250
2/17/2025	2024-2025: Social Media	Internal team review	Maiya Wingfield	0.250
2/17/2025	2024-2025: Social Media	Create content thread	Maiya Wingfield	1.750
2/19/2025	2024-2025: Social Media	Content creation	Rachel Hunt	0.250
2/19/2025	2024-2025: Social Media	Content creation	Maiya Wingfield	3.250
2/20/2025	2024-2025: Social Media	Internal team review	Rachel Hunt	0.750
2/20/2025	2024-2025: Social Media	Internal team review	Forrest Clonts	0.500
2/20/2025	2024-2025: Social Media	Internal team review	Maiya Wingfield	0.500
2/25/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.500

2/25/2025	2024-2025: Social Media	Project management tasks	Rachel Hunt	0.500
2/26/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.250
2/27/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	1.250
2/28/2025	2024-2025: Social Media	Content creation	Maiya Wingfield	3.000
2/28/2025	2024-2025: Social Media	Project management tasks	Maiya Wingfield	0.250
Total for Project Number:		24-COMET-0010		19.75
Project Number: 24-COMET-MEDIA				
2/5/2025	2024-2025: Paid Media	External ad trafficking	Rachel Hunt	0.250
2/6/2025	2024-2025: Paid Media	Billing reconciliation	Scott Harris	1.750
2/10/2025	2024-2025: Paid Media	External ad trafficking	Rachel Hunt	0.250
2/13/2025	2024-2025: Paid Media	Monitoring & optimization	Scott Harris	0.500
2/14/2025	2024-2025: Paid Media	Billing reconciliation	Rachel Hunt	0.250
2/27/2025	2024-2025: Paid Media	Billing reconciliation	Scott Harris	0.500
Total for Project Number:		24-COMET-MEDIA		3.50
				61.00

INTEGRATED COMMUNICATIONS
& MARKETING



MONTHLY REPORT

The COMET

MARKETING, SOCIAL MEDIA AND
ADVERTISING

FEBRUARY HOURS 2025



The COMET | 2024 - 2025

MARCH (FEBRUARY HOURS) WORK REPORT

Marketing and Paid Media Services INV-05590

ADVERTISING COMMISSION: (NON-BILLABLE) 3.5 HOURS

Time in February was spent on the following:

- Billing and invoicing
- Trafficking ads
- Monthly project management and reporting tasks

COMMUNITY RELATIONS: 1.5 HOURS

Time in February was spent on the following:

- Hotel outreach strategy
- Monthly project management tasks

MARKETING PLAN: 6 HOURS

Time in February was spent on the following:

- Monthly project management tasks
- Developing monthly report

INTERNET PRESENCE: 17 HOURS

Time in February was spent on the following:

- Writing and designing newsletter content
- Website content updates
- Developing plan for Sarah Mae Flemming campaign
- Monthly project management tasks

GRAPHIC DESIGN: 9.25 HOURS

Time in February was spent on the following:

- Advertising creative
- Designing new bus shelter poster
- Edits to DART brochure and working on USC Transit route guide
- Monthly project management tasks

PHOTOGRAPHY: 4 HOURS

Time in February was spent on the following:

- Collecting photo content
- Monthly project management tasks and client communication

SOCIAL MEDIA: 19.75 HOURS

Time in February was spent on the following:

- Planning, drafting and editing content for social media platforms
- Planning for influencer engagement
- Monthly project management tasks

Key Performance Indicators

SOCIAL MEDIA REPORT:

Individual Platform Reports

- [Hootsuite Report](#)
- [Threads Report](#)

Facebook:

- Total Fans: 2,694
- Post Impressions: 1,803
- Post engagement: 119

Instagram:

- Total Followers: 1,288
- Page Impressions: 1,258
- Post Impressions: 427

Threads:

- Total Followers: 222
- Total Views: 46
- Total Interactions: 4

YouTube:

- 111 subscribers

LinkedIn:

- 363 followers
- Total impressions: 1,384
- Engagement Rate: 11.3%

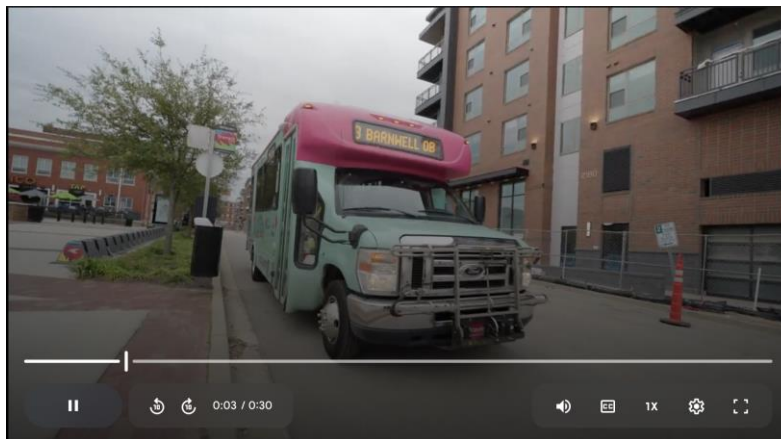
Advertising

Broadcast Radio

- (35) 30-second spots that aired on WFMV-FM (Glory 95.3)
- (23) 30-second spots that aired on WWDM (The Big DM)
- (27) 30-second spots that aired on WHXT (HOT 103)
- Estimated radio impressions: 128,800
- [Link to radio spot](#)
- Total gross spend: \$1,980

Broadcast and Cable TV:

- (63) 30-second spots that aired on **WLTX** in WLTX 6AM News, Jennifer Hudson, WLTX News at 5PM and WLTX News at 11. ****Including an additional 35,200 streaming video spots via-targeted Households within Lexington/Richland Counties.**
- (8) 30-second spots that aired on **WIS** - with WIS Morning News and Awareness.
- (71) 30-second spots that aired on cable channels via **Spectrum**: BET, ESPN, TNT, USA & VH1 networks. *(ALL Richland and Lexington County cable systems)*



- Total gross spend: \$5,271

Print Publications:

- (1) 1/4-page print ad in Carolina Panorama. (week of 2/10)
 - Total gross spend: \$540
 - Creative:



Digital:

- (2) digital newsletter ads in The Minority Eye *The Week in a Blink* and *The Mid-Week NewsLink* newsletters
 - Total gross spend: \$350
 - Creative:



- ECSC Digital Package
 - 29,332 COMET ad impressions with 58 clicks and a .20% click-thru rate. (Soda Cap Creative Display ads)
 - Experience Columbia E-Newsletters - Feb 2025:
 - 15,067 Emails Sent
 - 5,244 Email open (35% open rate)
 - 318 clicks (2.96% click thru rate)
 - Total gross spend: \$1,125
 - Creative:



Outdoor Billboards: (2/3 – 3/2) (5) billboard locations via GRACE Outdoor:

- 1120 ELMWOOD AVE/ MAIN ST 2/3 - 3/2
- I-126 AT GREYSTONE BLVD 2/3 - 3/2
- 1012 GERVAIS STREET /MILLWOD AVE 2/3 - 3/2
- 8209 TWO NOTCH AT ALPINE RD 2/3 - 3/2
- 10042 TWO NOTCH RD 2/3 - 3/2
- Total gross spend: \$2,750
- Creative:



Flock and Rally
1817 Gadsden Street
Columbia, SC 29201
Phone:803-348-8861
Email: accounting@flockandrally.com



INVOICE

The COMET
COMET Accounting
3613 Lucius Rd
Columbia, SC 29201

Invoice Number: INV-05590
Invoice Date: 3/5/2025
Due Date: 4/4/2025
Terms: Net 30

PROJECT	HOURS	RATE	AMOUNT
2024-2025: Agency Services			
Community Relations	1.50	\$135.00	\$202.50
Marketing Plan	6.00	\$175.00	\$1,050.00
Internet Presence	17.00	\$175.00	\$2,975.00
Graphic Design	9.25	\$120.00	\$1,110.00
Photography	4.00	\$120.00	\$480.00
Social Media	19.75	\$120.00	\$2,370.00

SUBTOTAL \$8,187.50
TAX \$0.00
TOTAL \$8,187.50

Thank you for your business.

Balance Due \$8,187.50



IRS # 63-0864426

Central Midlands Regional Transit Authority
d/b/a The Comet Central Midlands Transit
accounting@thecometsc.gov
3613 Lucius Road
Columbia SC 29201

Invoice No. 536161725
Invoice Date March 21, 2025
Matter No. 061920.00001
Attorney R. Coble

Re: Legislative

For Professional Services Rendered Through February 28, 2025

Total Fees	\$6,000.00
Total This Invoice	\$6,000.00

OFFICES IN:

ATLANTA, GA • AUSTIN, TX • BIRMINGHAM, AL • CHARLESTON, SC • CHARLOTTE, NC • COLUMBIA, SC • DALLAS, TX • DES MOINES, IA
GREENSBORO, NC • GREENVILLE, SC • HUNTSVILLE, AL • KNOXVILLE, TN • LOS ANGELES, CA • MIAMI, FL • MOBILE, AL • MONTGOMERY, AL
MYRTLE BEACH, SC • NASHVILLE, TN • NEW YORK, NY • ORLANDO, FL • RALEIGH, NC • SAN ANTONIO, TX • SAN FRANCISCO, CA • WASHINGTON, DC



Invoice Date: 03/21/2025

Invoice No. 536161725

Matter No. 061920.00001

ACCOUNT SUMMARY
Outstanding Invoices as of 03/21/25

Invoice	Date	Fees	Disbursements	Payments	Total
536161725	03/21/25	\$6,000.00	\$0.00	\$(0.00)	\$6,000.00
Total Due:		\$6,000.00	\$0.00	\$ (0.00)	\$6,000.00

ACCOUNT AGING

0 – 30 Days	\$6,000.00
31 – 60 Days	\$0.00
61 – 90 Days	\$0.00
91 – 120 Days	\$0.00
120+ Days	\$0.00



IRS # 63-0864426

**** New Remittance Info Below ****

Central Midlands Regional Transit Authority
 d/b/a The Comet Central Midlands Transit
 accounting@thecometsc.gov
 3613 Lucius Road
 Columbia SC 29201

Invoice No. 536161725
 Invoice Date March 21, 2025
 Matter No. 061920.00001
 Attorney R. Coble

Re: Legislative

For Professional Services Rendered Through February 28, 2025

REMITTANCE

Total Fees	\$6,000.00
Total This Invoice	\$6,000.00

Remittance Options

By Check

Maynard Nexsen PC

USPS Mail:

Dept 6575
 Maynard Nexsen
 P.O. Box 11407
 Birmingham, AL 35246-6575

Courier:

Wholesale Lockbox
 Dept 6575
 2090 Parkway Office Circle
 Hoover, AL 35244

By ACH

Regions Bank

ABA: 062000019
 USD Account: 0001323776

Credit Acct: Maynard Nexsen - Operating

By Wire


Regions Bank

ABA: 062005690
 USD Account: 0001323776

Swift: UPNBUS44
 Credit Acct: Maynard Nexsen - Operating

Please reference the invoice number, or matter number, or attorney name
 For assistance with payment, please contact accountsreceivable@maynardnexsen.com


M/DBE Tracking-Local Funds Only
July 1, 2020 - February 28, 2025

Fiscal Year Summary (July 1, 2020 - February 28, 2025)			The COMET/Contractors Vendor Name	The COMET Paid Vendor YTD	Amount DBE Paid YTD* (Direct/Indirect)	Contract Period	Contract M/DBE Requirement	Percentage of Goal Achieved
Vendors Paid - Contracts with M/DBE Goal	\$ 96,357,169.25	1	A James Global Services	\$ 428,478.87	\$ 428,478.87	3/15/21-3/14/24 or 3/14/26	100%	100%
# M/DBEs Paid*	\$ 24,098,961.60	2	AOS Specialty Contractors (20%)	\$ 394,283.34	\$ 394,283.34	5/1/20-4/30/21 or 4/1/25	100%	100%
The COMET M/DBE Goal	25%	3	Able South Carolina	\$ 573,327.85	\$ 4,543.13	3/1/19-2/28/22 or 6/30/25	2%	1%
M/DBE Goal Percentage Achieved	25.0%	4	Amerigas	\$ 849,905.25	\$ 9,360.00	5/1/20-4/30/23 or 4/30/25	2%	1%
# Vendors with M/DBE Goal	22	5	B & C Associates	\$ 632,806.30	\$ 632,806.30	3/1/21-2/29/24 or 2/28/26	100%	100%
Note: Data reviewed from The COMET's Check Register from Jul 2020 -Feb 2025		6	Brownstone Construction Group (MBE) (20%)	\$ 184,339.43	\$ 178,316.83	6/1/20-5/31/23 or 5/31/25	2%	97%
**Payments being verified for RATP Dev/Payments reflect up thru Feb 2025		7	Burr Furman McNair	\$ 776,804.53	\$ 73,730.00	7/1/19-12/31/22 or 12/31/24	2%	9%
		8	Capital Building Services	\$ 116,854.61	\$ 116,854.61	contract ended	100%	100%
		9	Chernoff Newman	\$ 206,030.17	\$ 4,050.00	contingency as needed	2%	2%
		10	CR Jackson Inc (20%)	\$ 128,835.66	\$ 14,668.00	contract ended	5%	11%
		11	DESA	\$ 9,750.00	\$ 9,750.00	contract ended	100%	100%
		12	G&I Security	\$ 399,726.00	\$ 399,726.00	5/20/24-1/31/25	100%	100%
		13	Green & Enhanced, LLC	\$ 7,875.00	\$ 7,875.00	4/30/2024-10/31/24	100%	100%
		14	Flock and Rally	\$ 1,256,819.99	\$ 1,256,819.99	4/1/24-3/31/26	100%	100%
		15	IT1 Solutions (20%)	\$ 68,849.80	\$ 325.14	2/1/20 -	2%	0%
		16	New Age Protection	\$ 1,174,593.38	\$ 1,174,593.38	3/15/21-3/14/26	100%	100%
		17	PJ Noble & Associates	\$ 5,040.00	\$ 5,040.00	contract ended	100%	100%
		18	RATP Dev**	\$ 88,490,392.15	\$ 19,338,911.83	7/1/20-6/30/25 or 6/30/28 or 6/30/30	20.06%	22%
		19	Strategic Mapping (20%)	\$ 381,455.40	\$ 18,390.00	6/3/20-6/2/23 or 6/2/25	7%	5%
		20	Tolar Manufacturing (20%)	\$ 181,832.60	\$ 6,454.66	contract ended	2%	4%
		21	Transit Mgmt Oversight & Solutions	\$ 17,014.92	\$ 17,014.92	contract ended	100%	100%
		22	Walker White (20%)	\$ 72,154.00	\$ 6,969.60	contract ended	12%	10%
Total Payments				\$ 96,357,169.25	\$ 24,098,961.60			25.0%


M/DBE Tracking
July 1, 2020 - February 28, 2025

	DBE Firm	The COMET Vendor	Service Description	The COMET Paid Vendor YTD	Amount DBE Paid YTD**
1	A James Global Services	A James Global Services	Landscaping	\$ 428,478.87	\$ 428,478.87
2	AOS Specialty	AOS Specialty	Bus Stop Amenities	\$ 394,283.34	\$ 394,283.34
3	Flock and Rally	Able South Carolina	Certification/Mobility Management	\$ 573,327.85	\$ 4,543.13
4	Apex Construction	Amerigas	Propane Fuel	\$ 849,905.25	\$ 9,360.00
5	B & C Associates	B & C Associates	Janitorial	\$ 632,806.30	\$ 632,806.30
6	Brownstone Construction Group (MBE)	Brownstone Construction Group (MBE)	Architectural & Engineering	\$ 180,943.18	\$ 174,920.58
	CES Group Engineers	Brownstone Construction Group (MBE)	Civil Engineering, Surveying, Environmental	\$ 3,396.25	\$ 3,396.25
7	Gaffney Lewis LLC	Burr Furman McNair	Legal Services	\$ 776,804.53	\$ 73,730.00
8	Capital Building Services	Capital Building Services	Janitorial/Landscaping	\$ 116,854.61	\$ 116,854.61
9	Heyward Bannister/Banco-Bannister	Chernoff Newman	PR/Website	\$ 206,030.17	\$ 4,050.00
10	AOS Specialty	CR Jackson Inc	Parking Lot Repair	\$ 128,835.66	\$ 14,668.00
11	DESA	DESA	Outreach	\$ 9,750.00	\$ 9,750.00
12	Flock and Rally	Flock and Rally	Marketing	\$ 1,256,819.99	\$ 1,256,819.99
13	G&I Security	G&I Security	Security	\$ 399,726.00	\$ 399,726.00
14	Green & Enhanced, LLC	Green & Enhanced, LLC	Landscaping	\$ 7,875.00	\$ 7,875.00
15	No Info to Date	IT1 Solutions	IT	\$ 68,849.80	\$ 325.14
16	New Age Protection	New Age Protection	Security	\$ 1,174,593.38	\$ 1,174,593.38
17	PJ Noble & Associates	PJ Noble & Associates	DBE Public Participation	\$ 5,040.00	\$ 5,040.00
18		RATP Dev	Fixed Route/Paratransit Oper	\$ 88,490,392.15	
	Transport Care Services	RATP Dev	Paratransit, Bus Cleaning		\$ 17,218,023.24
	Capital Building Services	RATP Dev	Bus Stop Maintenance, Vehicle Detailing		\$ 743,063.50
	Nissi Group	RATP Dev	NTD Reporting		\$ 68,705.94
	Hard Hat	RATP Dev	Safety Equipment		\$ 23,749.92
	A Customer Point of View	RATP Dev	Mystery Rider		\$ 167,197.00
	Ed Rush	RATP Dev	Uniforms		\$ 666,592.35
	Alpha Business Solutions	RATP Dev	Office Supplies		\$ 18,709.35
	Rely Supply	RATP Dev	Oil, Lube, etc.		\$ 432,870.53
19	Elite Professionals	Strategic Mapping	ITS	\$ 381,455.40	\$ 18,390.00
20	Davis Freight Mgmt	Tolar Manufacturing	Bus Shelters	\$ 181,832.60	\$ 6,454.66
21	Transit Mgmt Oversight & Solutions	Transit Mgmt Oversight & Solutions	Triennial Review Prep	\$ 17,014.92	\$ 17,014.92
22	Wallace Mechanic Supply	Walker White	HVAC Replacement	\$ 72,154.00	\$ 6,969.60
Total Payments				\$ 96,357,169.25	\$ 24,098,961.60

M/DBE Tracking
RATP Dev Payments
7/1/20-2/28/25

Fiscal Year Summary (July 1, 2020 - February 28, 2025)			RATP Dev Contractors	Type of Work or Products	Contract Period	RATP Dev Paid Vendor YTD	RATP Dev Contract M/DBE Requirement	Percentage of Goal Achieved
The COMET Paid RATP Dev*	\$ 88,490,392.15	1	Transport Care Services	Operate DART services, vehicle cleaning	7/1/20 - current (5 yr term)	\$ 17,218,023.24	18.41%	19.5%
M/DBEs Paid**	\$ 19,338,911.83	2	Capital Building Services	Bus Stop cleaning/maintenance & vehicle detailing services	7/1/20 - current (5 yr term)	\$ 743,063.50	1.14%	0.8%
The COMET M/DBE Goal	20.06%	3	Nissi Group	Trip sampling for NTD Reports	7/1/20 - current (5 yr term)	\$ 68,705.94	0.14%	0.1%
M/DBE Goal Percentage Achieved	21.9%	4	Hard Hat Transportation	Safety, facility and office supplies and equipment	7/1/20 - current (5 yr term)	\$ 23,749.92	0.02%	0.0%
		5	A Customer's Point of View	Mystery rides/observations on Fixed Routes	7/1/20 - current (5 yr term)	\$ 167,197.00	0.20%	0.2%
Note: Data reviewed from The COMET's Check Register*		6	Ed Rush Consulting & Dev	Operator uniforms	7/1/20 - current (5 yr term)	\$ 666,592.35	0.14%	0.8%
Note: Verified data February 2025**		7	Alpha Business Solutions	Office supplies	7/1/20 - current (5 yr term)	\$ 18,709.35		0.0%
		8	Rely Supply	Lube, oil, coolants, etc.	7/1/20 - current (5 yr term)	\$ 432,870.53		0.5%
			Total Payments			\$ 19,338,911.83		21.9%

M/DBE Tracking
RATP Dev Payments
7/1/24-2/28/25

Fiscal Year Summary (July 1, 2024 - February 28, 2025)			RATP Dev Contractors	Type of Work or Products	RATP Dev Paid Vendor YTD	RATP Dev Contract M/DBE Requirement	Percentage of Goal Achieved
The COMET Paid RATP Dev*	\$ 12,826,896.92	1	Transport Care Services	Operate DART services, vehicle cleaning	\$ 2,578,532.50	18.41%	20.1%
# M/DBEs Paid**	\$ 2,881,719.14	2	Capital Building Services	Bus Stop cleaning/maintenance & vehicle detailing services	\$ 104,152.50	1.14%	0.8%
The COMET M/DBE Goal	20.06%	3	Nissi Group	Trip sampling for NTD Reports	\$ 11,688.20	0.14%	0.1%
M/DBE Goal Percentage Achieved	22.5%	4	Hard Hat Transportation	Safety, facility and office supplies and equipment	\$ 4,430.42	0.02%	0.0%
		5	A Customer's Point of View	Mystery rides/observations on Fixed Routes	\$ 36,797.14	0.20%	0.3%
Note: Data reviewed from The COMET's Check Register*		6	Ed Rush Consulting & Dev	Operator uniforms	\$ 69,390.85	0.14%	0.5%
Note: Verified data provided by RATP Dev from July 2024-February 2025**		7	Alpha Business Solutions	Office supplies	\$ 540.72		0.6%
		8	Rely Supply	Lube, oil, coolants, etc.	\$ 76,186.81		0.0%
		Total Payments			\$ 2,881,719.14		22.5%

PROJECTED REVENUE PROJECTIONS FROM POTENTIAL NEW PENNY

	Projected Annual Collections	15 Year	19 Year	20 Year	22 Year	25 Year	22% Per Year
2027	\$ 118,983,916						\$ 26,176,461.44
2028	\$ 122,553,433						\$ 26,961,755.28
2029	\$ 126,230,036						\$ 27,770,607.94
2030	\$ 130,016,937						\$ 28,603,726.18
2031	\$ 133,917,445						\$ 29,461,837.96
2032	\$ 137,934,969						\$ 30,345,693.10
2033	\$ 142,073,018						\$ 31,256,063.90
2034	\$ 146,335,208						\$ 32,193,745.81
2035	\$ 150,725,264						\$ 33,159,558.19
2036	\$ 155,247,022						\$ 34,154,344.93
2037	\$ 159,904,433						\$ 35,178,975.28
2038	\$ 164,701,566						\$ 36,234,344.54
2039	\$ 169,642,613						\$ 37,321,374.88
2040	\$ 174,731,891						\$ 38,441,016.12
2041	\$ 179,973,848	\$ 2,212,971,601					\$ 39,594,246.61
2042	\$ 185,373,064						\$ 40,782,074.00
2043	\$ 190,934,256						\$ 42,005,536.22
2044	\$ 196,662,283						\$ 43,265,702.31
2045	\$ 202,562,152		\$ 2,988,503,355				\$ 44,563,673.38
2046	\$ 208,639,016			\$ 3,197,142,371			\$ 45,900,583.58
2047	\$ 214,898,187						\$ 47,277,601.09
2048	\$ 221,345,132				\$ 3,633,385,690		\$ 48,695,929.12
2049	\$ 227,985,486						\$ 50,156,806.99
2050	\$ 234,825,051						\$ 51,661,511.20
2051	\$ 241,197,942					\$ 4,337,394,169	\$ 53,063,547.22

Maximum
Estimated
Collections \$ 4,337,394,169

*SRF No. 17625.PP*

March 31, 2025

Maurice Pearl
Executive Director/CEO
the COMET and Central Midlands Regional Transit Authority
3613 Lucius Rd. Columbia,
South Carolina 29201, US

Subject: Proposal for Professional Services for Intermodal Transit Facility – Transit Advisory Services, Columbia, SC

Dear Maurice Pearl:

Based on your request, SRF Consulting Group, Inc. (SRF) is pleased to submit this proposal to provide professional services for Intermodal Transit Facilities, within new mixed-use development in downtown Columbia, South Carolina.

Scope of Services

Given our understanding of the needs for this study expressed by Mr. Pearl and Mr. Will Brennan, SRF has developed the following Scope of Services for this effort. This scope centers on providing transit planning and project advisory services that will include a Preliminary Transit Operations Plan and Transit Due Diligence Checklist to be provided to future designers and developers.

Task 1 - Project Management (May 2025 through November 2026/ 18 months)

Serving as CMRTA's program management consultant, SRF will create and maintain/update an anticipated project schedule that includes timeframes for the project's design and construction. Constructed in Primavera P6 scheduling software, this type of project schedule will help identify dependencies in design, financing, and construction activities. Primavera P6 is an industry-standard construction scheduling software, transferable to other project participants.

Developing a project schedule will help CMRTA staff and local leadership plan for different contracting periods and chart progress with regard to project milestones.

As part of on-going project management and resource coordination, SRF will host monthly meetings with CMRTA staff and the retained Architect/Designer to provide regular updates on project design progress. These meetings will be scheduled for one half-hour and will provide CMRTA with recurring updates on project schedule, budget, and task progress. These meetings will be conducted virtually using CMRTA's preferred meeting platform (e.g. Zoom, MS Teams, WebEx, etc.)

Deliverables: The following list of deliverables is provided for Task 1:

- Project schedule and work plan
- Meeting agendas
- Meeting minutes/meeting summaries with list of follow-up actions and assignments
- Monthly progress reports accompanying monthly invoices
- Task Assumptions:
- Data and necessary information will be provided (to the degree available) by CMRTA. In the event data is maintained by another agency, CMRTA will coordinate access permissions to the data for SRF.

Task 2 – Transit Space Programming and Facilities Operations Flow Review

SRF will conduct a comprehensive review of the conceptual architectural designs and space programming previously completed by CMRTA-selected architects. This review will focus on verifying transit space allocations and ensuring alignment with CMRTA's refined facility use plans and recent land acquisitions. The intent is to transition from conceptual design to refined programming that prepares the project for full architectural and engineering design at the selected site.

Key questions to be addressed include (but are not limited to):

- How many buses (CMRTA and private providers such as Greyhound or Southeastern Stages) will operate through the facility per hour?
- If private providers lease space, what are the ticketing and baggage handling space needs?
- Will passenger waiting areas include public restrooms or auxiliary services?
- What are the space requirements for parking, loading/unloading, and access – especially in the context of integrated housing, hotel, or retail development?

The goal is to align programming needs with operational flow and identify opportunities for improved efficiency, safety, and user experience in the future Intermodal Transit Facility.

This task is best outlined as a series of sequential subtask steps, as follow:

Programming Review

- Conduct a verification of initial/conceptual space programming from architects.
- Assess space size, quality, and adjacency assumptions in the context of CMRTA's transit operations.
- Evaluate effectiveness of current space allocations for:

- Ticketing
- Passenger waiting areas
- Retail zones
- Security
- Support functions

Definition of Transit Programming Needs

- Refine the programming to align with actual operational needs and flow analysis.
- Assess movement of people, buses, and users to identify inefficiencies or bottlenecks.
- Define specific space and operational requirements for:
 - Revenue and support fleets
 - Passenger amenities
 - Intermodal connections
 - Back-of-house and support areas

Drafting of Full Design Services RFP

- SRF will develop a draft Request for Proposals (RFP) for CMRTA/COMET to procure a design team based on an industry standard template.
- The RFP will cover full design and engineering services, including:
 - Conceptual design through 30%, 60%, 90%, and 100% construction drawings
 - Bid document requirements
- The RFP will incorporate:
 - Project delivery recommendations from Task 4
 - COMET's contract documents and legal forms

Deliverables: The following list of deliverables is provided for Task 2:

- Transit Programming Review and Verification Memo
- Full Design Services RFP Draft Language

Task Assumptions:

- None at this time.

Task 3 – Transit Service Planning - Advisory Service

The relocation of COMET's primary transfer hub in downtown Columbia offers potential for catalyzing development, improving customer service, and streamlining operations. While this relocation is technically feasible, some analysis needs to be undertaken to understand the scale of a facility that will meet COMET's long-term needs. Analysis of the site location, consistency with future operations – whether fixed route or demand response, and possible integration of amenities and technology all merit investigation, along with an assessment of funding opportunities and agency cost impacts.

To commence this task, SRF will submit a list of data to be provided by the COMET and may include the following:

- Previous Studies
- Available GIS data for COMET service and municipal features
- Transit service routing, stops, and transit ridership
- Existing Facility/Site documents
- Ridership survey or other information that identifies usage patterns and opportunities to improve rider experience.

In addition to general data research documenting existing conditions, SRF will perform a task kickoff meeting with COMET to discuss:

- Project history and past/current studies
- Existing, and future, facility service operations
- Highlights and challenges
- Overall transit service goals and objectives

SRF will develop a detailed route and cost analysis for service changes associated with the site relocation. This task will include defining operational or scheduling adjustments that would need to occur. Each potential facility configuration, and allocation of service across facilities, will factor into these considerations, including but not limited to:

- Route mileage
- Running time
- Timed transfer capability
- Staff and passenger facilities
- Layovers
- Turning movements
- Signals, delay factors

- Ridership impacts

Each of these factors have an impact on operating cost, feasibility, and local contribution for service. Our evaluation will also include an analysis of accessibility. In recent years, access to destinations has emerged as a frequent topic in transit service planning. New and robust tools, including General Transit Feed Specification (GTFS) data, Web-based trip planning software, and advanced analytical methods can indicate not just where transit exists, but how various transit scenarios can enable customers to access destinations within a reasonable travel time. The SRF Team is experienced in using a variety of methods to perform accessibility analyses and will work with COMET to identify the most appropriate methodology.

The SRF Team will consolidate the findings from the previous tasks and summarize in a report on transit service impacts and future planning. The final report will include recommendations on the site configuration, site and facility components, input from the public, identified stakeholder and riders, route and operations recommendations, and a list of steps to move into the next phase of improvements.

Deliverables: The following list of deliverables is provided for Task 3:

- Draft and Final Technical Memos outlining service planning scenario evaluation and assumptions for future facility development.

Task Assumptions:

- COMET to provide detailed inventory of operating and financial data, as well as GIS files
- COMET to provide inventory of relevant studies and plans

Task 4 – Project Delivery and Implementation

SRF has extensive experience and seasoned personnel focused on project delivery and implementation to assist CMRTA with establishing a project delivery and implementation program. The importance of this program should not be overlooked; once the project transitions into design, key milestones will be established at which point new activities will begin. For example, it is not uncommon for projects to reach the 60% design milestone when procurement of a contractor is initiated. While the contractor is being procured, design progresses toward the 90% milestone, at which point the contractor should be fully retained and beginning to assemble the construction team, subcontractors, coordinating any long-lead or special procurement items that may require shop drawings, and so forth.

1. Determination of Project Delivery Method

As the project design progresses, it will be important to identify a preferred construction delivery method. SRF has extensive familiarity with all forms of construction delivery methods including Design-Bid-Build (DBB), Design-Build (DB), Construction Manager at Risk (CMAR), and Design-Build-Operate-Maintain (DBOM). While the applicability of different delivery methods is sometimes influenced by state statute, identifying the most appropriate delivery method for the Intermodal

Transit Facility project earlier than later can often improve delivery efficiencies and result in better cost management.

2. Project Controls

Establishing a project controls system will be important as a bridge between the design and construction phases of the project. SRF offers CMRTA extensive experience in project controls, scheduling, budget controls, and construction management to help CMRTA anticipate needs and develop a project controls process that helps keep the project on-time and within budget. The following items are “typical” scope elements related to a program management contract for a transit facility. For the current effort and contract, SRF can assist CMRTA in developing a project controls program that addresses the following items:

Schedule Management

- Establish a detailed construction schedule with milestones.
- Monitoring procedures and recommended project management and monitoring software.
- Schedule recovery planning in the event of unforeseen schedule challenges or potential delays.

Budget and Cost Management

- Appropriate project cost tracking modules and tools to evaluate the overall health and stability of the project’s budget and cost management.
- Change order procedures.
- Financial reporting techniques to decision-makers, the public, and project stakeholders.

Communication and Reporting

- Recommended frequency of communication and reporting with project stakeholders, funding partners (if any) and the public
- Recommended reporting information and project metrics to share with interested parties.
- Records, logs, and other retention requirements for reporting to the public or project stakeholders.

Risk Management

- Identify and assess potential construction risks as they relate to budget and schedule.
- Developing risk management and mitigation strategies.
- Development of a project Risk Register for regular monitoring of potential project risks and recommended mitigations.
- Contingency curves and probabilities for unforeseen expenditures.

Deliverables: The following list of deliverables is provided for Task 4:

- SRF will produce a technical memorandum and presentation for CMRTA leadership on a recommended project delivery method and how that method was identified. This memorandum will outline the differences between project delivery methods allowed under State of South Carolina law, and highlight the tradeoffs in approach, and offer a recommendation on delivery approach for project leadership to consider.
- SRF will prepare a technical report on recommended project controls practices for the project, commensurate with the topics discussed above and in addition to other topics identified during the course of the contract.

Task Assumptions:

- SRF requests that a copy of a typical/standard construction contract from CMRTA be provided as a “go-by” for initial information related to contracting approach(es) by the agency.
- Site Visit and Meetings

SRF will host virtual/remote monthly meetings (1 per month) with SRF, CMRTA, and Architect/Designer of record. Additionally, SRF has identified the following meetings as part of the scope, which may take place in lieu of the monthly meeting:

- Meeting #1 (Virtual): Programming workshop meeting
- Meeting #2 Virtual or On-Site: Stakeholders /Outreach / Board presentation meeting during design
- Meeting #3 On-Site: Transit Advisory Meeting with CMRTA

Schedule

We will complete this work within a mutually agreed-upon time schedule. The duration of the project is set at (18) months from Notice to Proceed.

Basis of Payment/Budget

We propose to be reimbursed for our services on an hourly basis for the actual time expended. Other direct project expenses such as printing, supplies, reproduction, etc., will be billed at cost and mileage will be billed at the current allowable IRS rate for business miles. Invoices are submitted on a monthly basis for work performed during the previous month. Payment is due within 35 days.

Based on our understanding of the project and our scope of services, we estimate the cost of our services to be \$99,008.00, which includes both time and expenses. A summary breakdown of our proposed project budget is provided below, inclusive of expenses.

Maurice Pearl
Central Midlands Regional Transit Authority

March 31, 2025
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Task	Task Title	Estimated Cost
1	Project Management Activities	\$20,730.00
2	Transit Space Programming and Facilities Operations Flow Review	\$26,274.00
3	Transit Service Planning - Advisory	\$26,786.00
4	Project Delivery and Implementation	\$23,072.00
	Subtotal	\$96,862.00
EXP	SRF Estimated Direct Non-Labor Expenses	\$2,146.00
Total Estimated Fee		\$99,008.00

Changes in Scope of Services

It is understood that if the scope or extent of work changes, the cost will be adjusted accordingly. Before any out-of-scope work is initiated, however, we will submit a budget request for the new work and will not begin work until we receive authorization from you.

Standard Terms and Conditions

The attached Standard Terms and Conditions (Attachment A), together with this proposal for professional services, constitute the entire agreement between the Client and SRF and supersede all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Acceptance/Notice to Proceed

A signed copy of this proposal, mailed or emailed to our office, will serve as acceptance of this proposal and our Notice to Proceed. The email address is amore@srfconsulting.com.

We appreciate your consideration of this proposal and look forward to working with you on this project. Please feel free to contact us if you have any questions or need additional information.

Sincerely,

SRF CONSULTING GROUP, INC.

Alec More

Alec More, AICP
Project Manager

AT

Joe Kapper

Joe Kapper, AICP
Project Director – Transit

Maurice Pearl
Central Midlands Regional Transit Authority

March 31, 2025
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Approved: Central Midlands Regional Transit Authority

(signature)

Name _____

Title _____

Date _____

This cost proposal is valid for a period of 90 days. SRF reserves the right to adjust its cost estimate after 90 days from the date of this proposal.

ATTACHMENT A

STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions together with the attached Proposal for Professional Services constitute the entire Agreement between the CLIENT and SRF Consulting Group, Inc. ("SRF") and supersede all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

1. STANDARD OF CARE

- a. The standard of care for all professional services performed or furnished by SRF under this Agreement will be the care and skill ordinarily used by members of SRF's profession practicing under similar circumstances at the same time and in the same locality. SRF makes no warranties, expressed or implied, under the Agreement or otherwise, in connection with SRF's service.
- b. The CLIENT shall be responsible for, and SRF may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to SRF pursuant to this Agreement. SRF may use such requirements, reports, data, and information in performing or furnishing services under this Agreement.

2. INDEPENDENT CONTRACTOR

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the CLIENT and SRF and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or SRF. SRF's services under this Agreement are being performed solely for the CLIENT's benefit, and no other entity shall have any claims against SRF because of this Agreement or the performance or nonperformance of services hereunder.

3. PAYMENT TO SRF

Invoices will be prepared in accordance with SRF's standard invoicing practices and will be submitted to the CLIENT by SRF monthly, unless otherwise agreed. Invoices are due and payable within thirty-five (35) days of receipt. If the CLIENT fails to make any payment due SRF for services and expenses within forty-five (45) days after receipt of SRF's invoice thereafter, the amounts due SRF will be increased at the rate of 1-1/2% per month (or the maximum rate of interest permitted by law, if less). In addition, SRF may, after giving seven days written notice to the CLIENT, suspend services under this Agreement until SRF has been paid in full of amounts due for services, expenses, and other related charges.

4. OPINION OF PROBABLE CONSTRUCTION COST

Any opinions of costs prepared by SRF represent its judgment as a design professional and are furnished for the general guidance of the CLIENT. Since SRF has no control over the cost of labor, materials, market condition, or competitive bidding, SRF does not guarantee the accuracy of such cost opinions as compared to contractor or supplier bids or actual cost to the CLIENT.

5. INSURANCE

SRF will maintain insurance coverage for Workers' Compensation, General Liability, Automobile Liability and Professional Liability and will provide certificates of insurance to the CLIENT upon request.

6. INDEMNIFICATION AND ALLOCATION OF RISK

- a. To the fullest extent permitted by law, SRF agrees to indemnify and hold harmless the CLIENT, their officers, directors and employees against all damages, liabilities or costs (including reasonable attorneys' fees and defense costs) to the extent caused by SRF's negligent acts under this Agreement and that of its subconsultants or anyone for whom SRF is legally liable.
- b. To the fullest extent permitted by law, the CLIENT agrees to indemnify and hold harmless SRF, their officers, directors and employees against all damages, liabilities or costs to the extent caused by the CLIENT's negligent acts under this Agreement and anyone for whom the CLIENT is legally liable.

7. TERMINATION OF AGREEMENT

Either party may at any time, upon seven days prior written notice to the other party, terminate this Agreement. Upon such termination, the CLIENT shall pay to SRF all amounts owing to SRF under this Agreement, for all work performed up to the effective date of termination.

8. OWNERSHIP AND REUSE OF DOCUMENTS

All documents prepared or furnished by SRF pursuant to this Agreement are instruments of service, and SRF shall retain an ownership and property interest therein. Reuse of any such documents by the CLIENT shall be at CLIENT's sole risk; and the CLIENT agrees to indemnify, and hold SRF harmless from all claims, damages, and expenses including attorney's fees arising out of such reuse of documents by the CLIENT or by others acting through the CLIENT.

9. FORCE MAJEURE

SRF shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond SRF's reasonable control.

10. ASSIGNMENT

Neither party shall assign its rights, interests or obligations under this Agreement without the express written consent of the other party.

11. BINDING EFFECT

This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors, and assigns.

12. SEVERABILITY AND WAIVER OF PROVISIONS

Any provisions or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the CLIENT and SRF, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

13. SURVIVAL

All provisions of this Agreement regarding Ownership of Documents and Reuse of Documents, Electronic Media provisions, Indemnification and Allocation of Risk, and Dispute Resolution shall remain in effect.

14. DISPUTE RESOLUTION

If negotiation in good faith fails to resolve a dispute within the thirty (30) days of notice of the dispute, or time period specified by applicable law, then the parties agree that each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No legal or equitable action may be instituted for a period of ninety (90) days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. Cost of mediation shall be shared equally between the parties. Mediation shall be held in a location mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a mediated settlement agreement, which agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

15. CONTROLLING LAW

The laws of the state of Illinois govern this Agreement. Legal proceedings, if any, shall be brought in a court of competent jurisdiction in the county where the Project is located.

16. SITE SAFETY

SRF shall not at any time supervise, direct, control or have authority over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety and security precautions and programs in connection with the work performed by any Contractor for the Project, nor for any failure of any Contractor to comply with laws and regulations applicable to such Contractor's work, since these are solely the Contractor's rights and responsibilities. SRF shall not be responsible for the acts or omissions of any Contractor or Owner, or any of their agents or employees, or of any other persons (except SRF's own employees and consultants), furnishing or performing any work for the Project, except as specifically outlined in SRF's scope of services.