

BOARD OF DIRECTORS

Vincent G. Graham, *Chairman*

Ernest Duncan

Senator Hugh K. Leatherman, Sr.

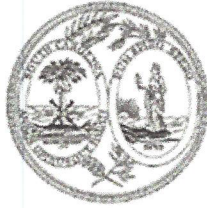
H.B. "Chip" Limehouse, III

Representative J. Gary Simrill

Joe E. Taylor, Jr.

Mike Wooten

South Carolina
Transportation Infrastructure Bank



955 Park Street
Room 120 B
Columbia, SC 29201
P: (803) 737-2875
Fax: (803) 737-2014

December 16, 2016

Representative Phyllis J. Henderson
Subcommittee Chair, Legislative Oversight Committee
P.O. Box 11867
Columbia, South Carolina 29201

Dear Representative Henderson:

Thank you and your Subcommittee for the opportunity to answer the questions posed by Subcommittee Members in your November 4, 2016 letter. Attached are the final responses we submitted last week.

If you have any questions or need additional information please contact Ms. Reed at Reedtb@scdot.org or (803)737-2875.

Sincerely,

Signature Redacted -
Vincent G. Graham

Vincent G. Graham

Chairman

SCTIB Responses to November 4, 2016 HOC Request

- Does the South Carolina Transportation Infrastructure Bank (SCTIB) website now list all grants, loans, total commitments & disbursements for all projects as of 10/30/16? Yes, the website contains a spreadsheet which lists all approved projects/programs. The format of the SCTIB website is being updated by staff of SCTIB and SC.GOV and should be complete before the 12/31/16 date in the SCTIB Response to LAC Recommendations presented to House Oversight Subcommittee August 15, 2016. (see attachment 1)
- Is the bonded debt as of 10/30/16 over 1.99 billion as listed 6/30/15? If so list the individual amounts as of 10/30/16. No, the SCTIB has had two Revenue Refunding issues since 6/15/15 which have reduced the amount of bonded debt. As of 10/31/16, the bonded debt is approximately 1.67 billion (unaudited, as reported by State Treasurer's Office 10/31/16).
- Update the list of individual grants where repayment is not required. No updates since LAC Report.
- Update the list of projects as of 10/30/16 where funds have been awarded without having a prior application submitted by the applicant. The only project approved since LAC Report was released was the \$4 million for SC165 in Dorchester County. (see attachment 2)
- Update the list of approved projects as of 10/30/16 that have been funded/committed that have not been derived from the South Carolina Department of Transportation prioritization list. No updates since LAC report.
- Is the SCTIB now communicating publicly the availability of funding? If so by what means is this being communicated? See Revision to Operating Guidelines scheduled to be voted on at the December 14, 2016 SCTIB Board Meeting. Announcement of Application Period (attachment 3) to be sent to all County and Municipal Transportation Organizations within South Carolina and posted on SCTIB Website.
- Are timelines for SCTIB evaluation of applications now being followed and communicated to the applicant in writing? Deadlines to be published on the SCTIB Website and sent to all interested parties. First published deadline before 12/31/16.
- Are there any reallocations of funds as of 10/30/16 that are not listed in an application that is on record with the evaluation committee? No updates since LAC report. (see attachment 3)
- Are there cost overruns as of 10/30/16 that have been approved/committed without a new application submitted to the evaluation committee? If so please provide the projects and the amount of funding over the original request. No updates since LAC report. (see attachment 3)
- Are there any projects as of 10/30/16 that have incurred cost overruns without matching funds being increased proportionally? If so please provide the list of projects and the amounts. No updates since LAC report. (see attachment 3)
- Are the applications now uniform with regards to the matches required? Revised Operating Guidelines to be voted on December 14, 2016. (see attachment 3)
- Is the SCTIB using the services of a "financial advisor" as of 10/16/30 and if so provide the names/amounts paid to the advisor. The SCTIB contracts with a Financial Advisory Firm (Public Financial Management, PFM). The contract specifies the amount charged by the firm for different types of work. (see attachment 4)
- Act 98 of 2013 states that the fifty (50) million in funds from non-tax sources transferred to the SCTIB be used "solely" to finance bridge replacements, rehabilitation projects, and expansion & improvements to existing mainline interstates. Has this been followed and adhered to by the SCTIB? Act 98 funds transferred from SCDOT are segregated in a restricted Subfund through the State Treasurer for expenditure on approved Act 98 projects.
- Provide the current list of SCTIB employees as of 10/30 along with salaries, contracts for specific work etc. Currently there two Full-time Employees (see attachment 5). One Part-time temporary employee contracted to assist in implementation of accounting system. The contract expires in spring of 2017, after a period of training new employees on the system.
- The General Appropriations authorized new positions for the SCTIB. What is the status of hiring of these new employees? What are the job descriptions? What is the budget amount for the new employees? Who was performing the duties the new positions will now be performing? Two of the four positions have been advertised, the Administrative Assistant and one Accountant Fiscal Analyst II. Currently reviewing the 800 applications (600 for the Assistant position, 200 for the Analyst position) received to schedule interviews. Vacancy report and position descriptions are attached. (see attachment 6)



South Carolina Transportation Infrastructure Bank



Attachment 1

BOARD MEETINGS

BOARD MEMBERS

APPLICATIONS

APPROVED PROJECTS

ACT US

[Home](#) > Project Spreadsheet

Quick Links

[ACT 98 Projects](#)[Resources](#)[Reporting](#)

JBRC JBRC

Project Description	Estimated Total Project Cost*	JBRC & Bank Approved Total Costs	Current Bank Approved	Bank Contribution	Local Cash Participation	SCDOT Cash Participation	Approved Payouts From Bank	Expenditures As Of 11/30/2016	Balance To Be Expended	Other Local Participation
Act 98	\$555.40	\$555.40	\$550.00			\$550.00	\$550.00	\$ 93.70	\$456.30	
Aiken County I-520 (completed)	\$241.00	\$213.00	\$213.00	\$208.00	\$ 17.00		\$225.00	\$214.00		
Beaufort County SC 170 and SC 278 (completed)	\$140.00	\$140.00	\$105.00	\$ 65.00	\$ 30.00		\$ 95.00	\$ 95.00		
Beaufort County SC 170 (Component	\$ 24.90	\$ 24.90	\$ 24.90	\$ 24.90			\$ 24.90	\$ 21.00	\$ 3.90	

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July 26, 2016

The Honorable Hugh K. Leatherman, Sr., Chairman
Joint Bond Review Committee
109 Gressette Building
Columbia, South Carolina 29201

RE: South Carolina Transportation Infrastructure Bank Project Funding

Dear Chairman Leatherman:

The South Carolina Transportation Infrastructure Bank (Bank) Act requires Joint Bond Review Committee (JBRC) approval of financial assistance provided by the Bank for a qualified project. The Act also requires JBRC approval of bonds issued by the Bank in providing the financial assistance to qualified projects.

On May 26, 2016, the Bank Board approved an additional amount, up to \$4,000,000, for improvements to SC 165 Phase II (Bacons Bridge Road) bringing the total financial assistance for Phase II in the form of a grant from the Bank to \$17,000,000. The Bank will finance some or all of its assistance through the issuance of revenue bonds. The increased financial assistance was requested by the Dorchester County due to unforeseen increased construction costs and important safety issues. The County and other sources are expending \$41,977,000 for Phase I of the SC 165 Project. The project will widen SC 165 from two to five lanes

Approve the Bank providing an additional grant in the amount of up to \$4,000,000 for the SC 165 Phase Two Project in Dorchester County and the issuance of revenue bonds for the project in the additional amount of up to \$4,000,000.

Thank you for your consideration of this request. Should you have any questions, please contact Tami Reed at (803) 737-2875.

Sincerely,

Signature Redacted -

Vincent G. Graham
Chairman

cc: SCTIB Board

**Capital Improvements
Joint Bond Review Committee**

HUGH K. LEATHERMAN, SR.
SENATE
CHAIRMAN



W. BRIAN WHITE
HOUSE OF REPRESENTATIVES
VICE CHAIRMAN

SENATE MEMBERS

HUGH K. LEATHERMAN, SR.
HARVEY S. PEELER, JR.
THOMAS C. ALEXANDER
PAUL G. CAMPBELL, JR.
GLENN G. REESE

DIANNE C. CARRAWAY
DIRECTOR OF RESEARCH
SFAA LIAISON
803-212-6688

HOUSE MEMBERS

W. BRIAN WHITE
GILDA COBB-HUNTER
H.B. "Chip" LIMEHOUSE, III
G. MURRELL SMITH
JAMES H. MERRILL

JEAN MANHEIMER
ADMINISTRATIVE ASSISTANT
803-212-6677
FAX: 803-212-6690

September 13, 2016

Mr. Vincent G. Graham, Chairman
SC Transportation Infrastructure Bank
955 Park St., Room 203
Columbia, SC 29201

Dear Mr. Graham:

At its meeting today, the Joint Bond Review Committee reviewed and approved the State Transportation Infrastructure Bank's additional grant of up to \$4 million, some or all of which may be financed through the issuance of revenue bonds, for the Phase 2 widening of SC Highway 165 in Dorchester County.

The Committee's review and approval is pursuant to Title 11, Chapter 43, of the South Carolina Code of Laws.

Very truly yours,

Signature Redacted

Hugh K. Leatherman, Sr.
Chairman

cc: Kevin Kibler, State Treasurer's Office

**Operating Guidelines, Procedures and Standard Conditions for
Financial Assistance of South Carolina Transportation Infrastructure Bank
(Including Strategic Initiative Additions)**

Purpose

The purpose of these Operating Guidelines, Procedures and Standard Conditions for financial assistance is to compile, summarize, formalize and expand upon the procedures and practices that have been used by the Bank to ensure the proper and effective use of its resources.

1. Terms

“Bank” means the South Carolina Transportation Infrastructure Bank.

“Board” means the Board of Directors of the Bank.

“IGA” means the intergovernmental agreement required by the Bank as a condition of the Bank providing financial assistance to a project or the parties involved with the project.

“Operating Guidelines” means these Operating Guidelines, Procedures and Standard Conditions for Financial Assistance.

“Project sponsor or owner” means the project applicant or other entity that is primarily responsible for the project as determined by the Bank, including local governments. The terms “project sponsor or owner” and “local government” are used hereinafter are interchangeable.

“SCDOT” means the South Carolina Department of Transportation.

2. Project Budget

The application for a project shall include an estimated budget for the project that includes all sources of funds. An updated budget shall be prepared by the applicant and shall be attached to the IGA for the project if it is approved for financial assistance. The budget and expenditures shall be updated by the project sponsor or owner at least each quarter during the life of the project, or on such other schedule as the Bank shall direct. The budget shall include at a minimum the following itemized expense categories and shall be in a form and with contents acceptable to the Bank:

- Preliminary Engineering and Design
- Environmental Permitting
- Other Permitting
- Environmental Mitigation
- Environmental or Permit Litigation or Proceedings (with attorneys' fees stated separately)
- Final Engineering and Design
- Right of Way Acquisition (with attorneys' fees stated separately)
- Construction (with utility relocation and storm water costs stated separately)
- Contingency (including all factors used and explanation of how calculated).

3. Cost Sharing and Pre-Construction Costs

- A. The project sponsor or owner must share in the funding of project costs and expenses. At a minimum, a portion of planning, engineering, permitting, right of way acquisition, legal, litigation and other non-construction related costs and expenses as determined by the Bank will be the responsibility of the project sponsor or owner.
- B. All or a significant portion of the pre-construction costs of the project, such as those for planning, design, engineering, right of way acquisition, environmental review, permitting, legal, and litigation activities, will be funded by the project sponsor or owner until all necessary permits for construction are obtained and a contract for construction is awarded. At that time, the Bank may reimburse the project sponsor or owner for the

percentage or amount of financial assistance for eligible pre-construction costs to be provided by the Bank as stated in the IGA for the project that have not been previously reimbursed by the Bank.

- C. The foregoing paragraphs A and B of this policy do not apply to projects owned by SCDOT (a) for improvements to or on mainline interstates or the exchanges for such interstates; (b) for rehabilitation or replacement of bridges; or (c) so designated as exempted by the Bank.
- D. The Bank may require that the other sources of funds for the project be spent before any financial assistance from the Bank is expended or that all such sources of funds be applied to project expenditures on the proportional or other basis established in the IGA.
-

4. Certain Project Costs

- A. The Bank will not pay for or reimburse the following costs, expenses and disbursements on a project:
- Legal or litigation costs or expenses, settlements, awards or judgments for inverse condemnations or regulatory takings or for any other similar claims, proceedings or lawsuits of any kind that are not direct condemnations commenced by a condemnor under S.C Code Sections 28-2-10 to 28-2-510.
 - Legal or litigation costs or expenses, settlements, awards or judgments for claims, lawsuits or administrative proceedings concerning a permit required for a project, except to the extent, if any, allowed in the IGA on the project (see paragraph B below);
 - Legal or litigation costs or expenses, settlements, awards or judgments for claims, lawsuits, or proceedings on contract disputes concerning construction, design, services, materials or supplies for the project, except to the extent, if any, allowed in the IGA on the project (see paragraph B below);

- Excessive or unreasonable condemnation or right of way acquisition costs, expenses, awards, judgments or settlements, including attorneys' fees, as determined by the Bank;
- Costs, expenses, awards, judgments, or settlements for acquisition of rights of way or real property not needed for or not used in the construction of the project as determined by the Bank;
- Excessive or unreasonable attorneys', engineering or other professional fees, charges or expenses as determined by the Bank;
- Expenses or costs for public relations or similar activities to increase public support for a project other than the costs of giving the required notices of mandatory public meetings concerning a project; and
- Landscaping and beautification on a project other than for required grassing or other erosion control measures or to replace landscaping removed for construction of the project with like materials.

If the Bank determines that it has paid or reimbursed any of the foregoing costs or expenses, it may require the project sponsor or owner to reimburse it for such costs.

- B. In the IGA on the project, the Bank may in its discretion exclude or set ceilings, or require specific prior approvals from the Bank, for any type or kind of eligible costs, expenses, disbursements or financial assistance it will provide, pay or reimburse, including, but not limited to, those for lawsuits, litigation, right of way acquisitions, attorneys' fees, administrative proceedings, arbitration and mediation proceedings, permits required for the project, environmental mitigation, environmental proceedings and litigation, and contract or other disputes concerning the project.

5. Surplus Property

The Bank shall have the right to direct the sale or disposition of any real property interests or rights of way acquired by any entity for a project that are paid for, in whole or in part, with financial assistance provided by the Bank that are not needed for or used in constructing the project or that are declared surplus. The Bank shall be entitled to receive the proceeds from the sale or disposition of those real property interests or rights of way regardless in which entity's name they are held. In lieu of the foregoing, the Bank may require the project sponsor or owner to reimburse it for the amount of financial assistance paid or reimbursed by the Bank for acquiring such real property interests or rights of way.

6. Financial Assistance Approval Conditions

All motions and approvals by the Bank Board for financial assistance or additional financial assistance for a project shall include, without the necessity of any reference thereto being made, the Bank's established standard conditions for the receipt of financial assistance from the Bank and a copy of those conditions shall be attached to the minutes of the meeting at which such financial assistance was approved. The Board may add any additional conditions on such approvals as it deems appropriate. These conditions shall be incorporated into the IGA for the project.

7. Intergovernmental Agreement- Execution

The project sponsor or owner and any other necessary parties as determined by the Bank must sign and enter into an IGA with the Bank to receive financial assistance for a project from the Bank within forty-five (45) days of being

presented the final version of the IGA by counsel for the Bank. Upon request by the project sponsor or owner or other proposed party to the IGA, the Bank Chairman, in his or her discretion, may grant an extension of time in which the project sponsor or owner or other party may sign and enter into the IGA, but the extension may not exceed thirty (30) days. In the event, the IGA is not signed and entered into by the project sponsor or owner or other party within the aforesaid period of time, the application for the project will be deemed withdrawn by the applicant and the project will not be eligible for any financial assistance unless the applicant files a new application with the Bank for consideration. Each IGA and amended IGA must be in a form and with contents and provisions acceptable to the Bank upon the advice of the Bank's counsel. An amended or new IGA is required for any additional financial assistance approved by the Bank for an existing project and is subject to the provisions of the this paragraph. Financial assistance or additional financial assistance for a project shall not be available until the IGA or amended or new IGA is signed by all parties.

8. Intergovernmental Agreement-Bank Protections

The Bank is a financing entity. It is not a project sponsor or owner. Accordingly, the IGA shall contain, to the maximum extent possible, contractual provisions that will protect the Bank and its Board members, officers, employees, funds and assets from any and all claims, actions, lawsuits, proceedings, awards, or judgments that may arise in any way from a project for which it has approved financial assistance of any kind and that will place the responsibility for those matters with the project sponsor or owner. The Bank's counsel is directed to address these requirements in preparing each IGA and shall consult with the Bank Chairman and Board as needed regarding them. These contractual provisions shall be uniform to the extent feasible.

9. Commencement of Work and Progress on Project

- A. If the project sponsor or owner fails to commence work as specified in the IGA on the project by the date stated in the IGA or abandons the project or ceases work on the project for any reason at any stage, the project sponsor or owner shall reimburse the Bank for all financial assistance provided by it for the project and fully protect the Bank from all liabilities arising from such abandonment or cessation. The project sponsor or owner may submit a new application to the Bank for consideration if it wishes to continue the project.
- B. If the project sponsor or owner fails to pursue the project with due diligence as specified in the IGA or complete the project as specified in the IGA, the Bank may cease providing financial assistance for the project and/or direct the project sponsor or owner to reimburse it for the financial assistance provided by the Bank for the project. In making its decision on whether to cease financial assistance, the Bank will take into consideration whether any delays are caused by matters beyond the control of project owner or sponsor or its contractors. The project sponsor or owner shall fully protect the Bank from all liabilities arising from such lack of due diligence or failure to complete the project. In lieu of requiring such reimbursement, the Bank in its discretion may resume providing financial assistance for the project if the project sponsor or owner satisfies all conditions established by the Bank.
- C. If a federal or South Carolina court, regulatory authority or other governmental entity with appropriate jurisdiction and authority as determined by the Bank directs that work on the project be suspended or stopped, all financial assistance being provided by the Bank shall be suspended and the project sponsor or owner shall assume responsibility for paying all projects expenses and costs until work on the project resumes. If such work resumes, the Bank may in its discretion resume providing financial assistance for the project subject to such conditions as it shall require. If work is not allowed to resume, the project sponsor or owner shall reimburse the Bank for all financial assistance provided for the project by the Bank.

10. Project Maintenance

The application must contain a plan for maintenance of the completed project for a minimum of forty (40) years after completion, including an explanation of whether the project upon completion will become part of the State Highway System. If the completed project does not become part of the State Highway System, the applicant must have a viable and binding plan for such maintenance that is satisfactory to the Bank. If the project is approved for financial assistance, the IGA for the project must contain provisions that obligate the responsible party to perform such maintenance if the project will not, or may not be, accepted into the State Highway System.

11. Interpretation and Application

The Bank will have the sole and exclusive authority to determine the interpretation and application of the provisions in these Operating Guidelines. The Bank will consult with the project sponsor or owner and SCDOT as appropriate prior to making a determination on such an interpretation or application. The Bank may determine that certain projects owned by SCDOT are not subject to certain provisions of these Operating Guidelines based on applicable laws of the United States of America or the State of South Carolina or the needs of SCDOT or the State of South Carolina. These Operating Guidelines are not applicable to projects subject to SC Code Sections 11-43-165, 11-43-167, and 12-36-2647.

In addition to the existing IGA's that already contain some or many of the foregoing provisions, these Operating Guidelines are applicable to all new applications and pending applications awaiting approval by the Bank. Further, all or some of those provisions may be applied to additional financial assistance for a project approved by the Bank on which the new or amended IGA has not been accepted by the Bank or executed by the parties, if the Bank determines that such action is in the best interests of the use of the resources made available to it by the State.

12. Application Procedures and Evaluation

- A. The Bank will invite submissions of applications from local governments for financial assistance once per calendar year (if sufficient financial assistance

capacity is available) by a date set by the Board. The Bank will evaluate the applications and projects, which are determined to be eligible and qualified, based on the Bank's application criteria and render decisions on those applications by a date set by the Board. At the same time that the Bank issues its invitation for the annual submission of applications, it will determine the minimum score that an application must receive from the Board in order to be awarded financial assistance, include that information in the invitation and post that information on its website.

For the 2016, applications will be requested by June 30 with the Board's decisions issued by September 30, unless the schedule is altered by the Chairman. The Bank will include any active applications previously received by the Bank that have not been acted upon by the Bank in this initial round of the receipt and review of applications. Thereafter, the submission date will be approximately January 1 and the decision date will be approximately September 1. These schedules will not apply to applications or requests submitted by SCDOT.

- B. Upon receipt of an application, the Chairman will submit the application to the Evaluation Committee to determine if the application is complete and to request that the applicant provide any omitted or needed information or documents by a set date.

The Committee first will make an initial decision on each project's eligibility under the SCTIB Act as soon as feasible.

The Board will make a final determination on the project's eligibility if an applicant submits a request to the Board within a time period set by the Board stating the reasons why the initial decision by the Committee on eligibility was incorrect. The Board reserves the right to make a final decision on a project's eligibility on its own initiative.

The Committee will evaluate each eligible project based on the criteria in the SCTIB Act and the Bank's application criteria and recommend a score or ranking on each project to the Board and the type and form of financial

assistance for the project, if any, determined to be qualified for financial assistance. As part of its evaluation, the Committee will request and consider the recommendations or comments of SCDOT on the project, including the prioritization of each project on any lists maintained pursuant to SC Code Section 57-1-370 and regulations promulgated by SCDOT.

The Board will review the recommendations of the Committee and render its decisions on whether the project is qualified, the scoring or ranking and prioritization of the project, and the type and amount of financial assistance to be provided by the Bank, if any.

The Board may decline to provide financial assistance on all projects or any project.

- C. Local matches must consist of the payment of monies by the project sponsor or owner to support the project. Local matches or loan payments on a project consisting of payments to the Bank that may be pledged to revenue bonds will be scored higher than other forms of ~~matches or~~ payments. Next in order of scoring will be local matches that consist of payments of project costs or loan payments that may not be pledged to revenue bonds. Local matches that are in kind or consist of the ~~local government project sponsor or owner~~ improving roads that are collateral to or not part of the project ~~may will~~ not be considered.

- D. The focus of the Bank will be to provide one-time financial assistance on individual projects it determines are eligible and qualified. If a project sponsor or owner requests that the Bank increase its financial assistance to the project in an amount that does not exceed 10% of the original amount of financial assistance provided by the Bank or \$ 2.5 million, the Bank may consider the request after receipt of all information requested by the Bank relating to the request and the review of the request by the Evaluation Committee. In the project sponsor or owner requests an increase in financial assistance to the project that exceeds 10% of the original amount of financial assistance provided by the Bank or \$ 2.5 million, the project sponsor or owner must submit a new application to the Bank to be considered as set forth in these Operating Guidelines.

E. As provided by SC Code Section 11-43-180(C), the Bank may not provide any loans or other financial assistance, including bond proceeds, to any project unless the eligible costs of the project are at least \$25 million. Applicants may not combine improvements to more than one project for the purpose of meeting the minimum amount of eligible project costs in SC Code Section 11-43-180(C).

F. The approvals of financial assistance by the Bank for projects are subject to approval by the SCDOT Commission and the Joint Bond Review Committee of the SC General Assembly as required by SC Code Sections 11-43-150(D) and 11-43-180(A).

~~D.G.~~ The most current form of the application for financial assistance, including the maximum amount of point allotted to each section of the application, shall be maintained on the Bank's website.

E. H. Pursuant to SC Code Section 11-43-265, the Bank must prioritize all projects contained in applications for financial assistance in accordance with the prioritization criteria provided in SC Code Section 57-1-370(B)(8). This prioritization will done annually during the review and evaluation of applications for financial assistance. The prioritization of projects must be considered by the Evaluation Committee in making recommendations and by the Board in making decisions on providing financial assistance to projects.

Adopted May 26, 2016
Revised

ARTICLE 2

COMPENSATION OF FINANCIAL ADVISOR

Section 2.1. General Advisory Services. The Bank hereby agrees to compensate the Financial Advisor for the services described in Section 1.1 in accordance with the following schedule of fees:

- (a) **Advisory Fees.** Advisory fees shall be based on the actual time expended by the Financial Advisor's staff and the schedule of hourly rates (the "Standard Rates") by staff classification as set forth below.

<u>Staff Classification</u>	<u>Blended Rate per Hour</u>
Managing Director	274.64
Director	274.64
Senior Managing Consultant	274.64
Senior Analyst	274.64
Analyst	274.64

- (b) **Annual Fee Adjustment.** The Advisory fee hourly rate shall be adjusted upward 3% each July 1 of the term of this Agreement beginning July 1, 2017.
- (c) **Prior Authorization.** The Financial Advisor agrees to obtain written authorization from the Bank prior to providing General Advisory Services in any fiscal year which is reasonably expected to result in aggregate compensation for such Services in excess of twenty-five thousand dollars (\$25,000).

Section 2.2 Transaction Advisory Services. The Bank hereby agrees to compensate the Financial Advisor for the services described in Section 1.2 in accordance with the following schedule of fees for all debt issuance which is closed, except there is a minimum fee of \$25,000.00 and a maximum fee of \$100,000.00:

<u>Issue Size</u>	<u>Basis for Fee Cap</u>
First \$50 million	\$0.75 per \$1,000 Par
Next \$50 million	\$0.50 per \$1,000 Par
All > \$100 million	\$0.25 per \$1,000 Par

This schedule of fees is applicable for all debt transactions including bonds, notes, private or public loans, capital leases, interest rate swaps, and other debt obligations (whether taxable, private activity or tax-exempt; fixed rate or variable rate) except Bank General Obligation Bonds. Multiple purpose debt issues (e.g. new money plus refunding bonds in one or more series sold under one official statement and Tax-Exempt, Non-AMT/Private Activity, AMT/Taxable bond series sold under one official statement) and synthetic fixed or variable rate transactions shall be treated as separate transactions for purposes of determining the fee unless otherwise mutually agreed upon by Bank and Financial Advisor.

Accountability Portal

Attachment 5

[State Salaries Query](#)[Meeting Notices](#)[State Employees by County](#)[State Employees by Agency](#)[Executive Budget Office](#)[Board of Economic Advisors](#)

State Salaries Query

[reset](#)**AGENCY:** THE S C INFRASTRUCTURE BANK BD**JOB TITLE:** ALL**TOTAL MATCHES:** 2

Name	Agency	Job Title	Compensation without Bonuses	Bonuses	Total Compensation
TAMI REED	THE S C INFRASTRUCTURE BANK BD	ACCOUNTING/FISCAL MANAGER II	94,598	0	94,598
SHEILA BRYANT	THE S C INFRASTRUCTURE BANK BD	ACCOUNTANT/FISCAL ANALYST III	60,547	0	60,547

Still can't find what you're looking for?



Vacancy Report - 12/2016

U150 - THE S C INFRASTRUCTURE BANK BD

DEC 2, 2016 10:16 AM

Position Number	Position Name	Job Class Code	Job Class Title	Employee Group	Reports to Org Unit Name	Vacancy Start Date	Hours per Week	Vacant FTE	Vacant State	Vacant Federal	Vacant Other	Pay Grade	Last Annual Salary	Months Vacant	Lag Time Savings
61070136	ACCOUNTANT/FISCAL ANALYST II	AD22	ACCOUNTANT/FISCAL ANALYST II	CLASSIFIED FTE	SC TRANSPORTATION INFRASTRUCTURE BANK	8/9/2016	37.50	1.000	0.000	0.000	1.000	BAND 05	\$0	3.78	\$0.00
61070137	ADMINISTRATIVE ASSISTANT	AA75	ADMINISTRATIVE ASSISTANT	CLASSIFIED FTE	SC TRANSPORTATION INFRASTRUCTURE BANK	8/9/2016	37.50	1.000	0.000	0.000	1.000	BAND 04	\$0	3.78	\$0.00
61070344	ACCOUNTANT/FISCAL ANALYST II	AD22	ACCOUNTANT/FISCAL ANALYST II	CLASSIFIED FTE	SC TRANSPORTATION INFRASTRUCTURE BANK	8/15/2016	37.50	1.000	0.000	0.000	1.000	BAND 05	\$0	3.58	\$0.00
61070345	EXECUTIVE ASSISTANT III	AI30	EXECUTIVE ASSISTANT III	CLASSIFIED FTE	SC TRANSPORTATION INFRASTRUCTURE BANK	8/15/2016	37.50	1.000	0.000	0.000	1.000	BAND 08	\$0	3.58	\$0.00
							Total:	4.00	0.00	0.00	4.00				\$0.00

21009443

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

<p>GENERAL INFORMATION</p> <p>Position Number: <u>61070137</u></p> <p>Agency Code: <u>U15</u> Agency Name: <u>SC Transportation Infrastructure Bank</u></p> <p>Division / Section / Unit: <u>S.C. Transp. Infrastructure Bank</u> City / County: <u>Columbia/Richland</u></p> <p>Vacant: <input type="checkbox"/> Employee Name: _____ County Code: <u>40</u> Is Position in Central Office?: <u>Y</u> Y/N</p> <p>Current State Title: _____ Alphanumeric Code: _____ Slot: _____ Band: _____</p> <p>Full / Part Time Indicator: <u>F</u> Supervisor State Title: <u>Accounting/Fiscal Manager II</u> Alphanumeric Code: <u>AD30</u> Slot: _____</p> <p>Hours Per Week: <u>03750</u> Base Hours: <u>1950</u></p>			<p><input type="checkbox"/> OHR COPY <input checked="" type="checkbox"/> AGENCY COPY</p> <p>OFFICE OF HUMAN RESOURCES</p> <p>Agency Code: <u>U15</u> Alphanumeric Code: <u>AA75</u> Slot: _____</p> <p>Authorized Date: <u>08/09/2016</u></p> <p><input type="checkbox"/> Delegated <input type="checkbox"/> New Position <input type="checkbox"/> Prototype</p> <p><input type="checkbox"/> State Title Changes <input type="checkbox"/> Update</p> <p>Approved State Title: <u>Admin. Asst. / 4A</u></p> <p>Signature - Brenda LS _____ Date Approved: <u>08-9-16</u></p>				
<p>SOURCE OF FUNDING</p> <p>State %: _____ Federal %: _____ Other %: <u>100000</u></p>			<p>REQUESTED ACTION INFORMATION</p> <p>Requested Action: <u>Establish Position</u> Requested State Title: <u>Administrative Assistant</u> Alphanumeric Code: <u>AA75</u></p> <p>Supervisor's Signature: <u>Signature - Tami Reed</u> Date: <u>7/29/16</u> Other Required Signature: <u>Signature - Brenda LS</u> Date: <u>8-9-16</u></p> <p style="text-align: right;"><input checked="" type="checkbox"/> FLSA Designation</p>				
<p>THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR</p> <p>1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?</p> <p>A high school diploma and four (4) years of work experience that is directly related to the area of employment. A bachelor's degree may be substituted for the related work experience, or an approved acceptable equivalence in accordance with State Human Resource Regulations. <u>A valid motor vehicle operator's license.</u></p> <p>2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?</p> <p>Ability to communicate effectively. Ability to deal courteously and effectively with the public.</p> <p>3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.</p> <p>4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).</p>						<p>MISCELLANEOUS DATA</p> <p>Employee Number: _____</p> <p>Position Dept. Number: _____</p>	

8810

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Performs a variety of complex administrative and technical support duties.

2. Job Functions:

- 1- Plans, coordinates and/or performs standard management support service activities for the SCTIB, such as fiscal, personnel, procurement, data and supply functions.
- 2 - Records minutes of all Board meetings.
- 3 - Compiles documentation for distribution to internal and external entities.
- 4 - Scans and archives all financial transactions for the SCTIB electronically and manually. Maintain archive records in accordance with state policy.
- 5 - Performs other related duties as assigned.

Essential/ Marginal (E or M)	Percentage of Time
------------------------------------	-----------------------

E	50
E	10
E	20
E	10
M	10

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

	<u>STATE TITLE</u>	<u>NUMBER</u>	
(1)	_____	_____	Number of employees directly supervised: 0
(2)	_____	_____	
(3)	_____	_____	Total number supervised: 0

4. Comments:

5. The above description is an accurate and complete description of this job.

Vacant _____

Employee's Signature

Date

21609443

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

<div style="display: flex; justify-content: space-between;"><div>61070136 Position Number</div><div><div style="border: 1px solid black; padding: 2px;">U15</div>Agency Code</div><div>SC Transportation Infrastructure Bank Agency Name</div></div> <div style="display: flex; justify-content: space-between;"><div>S.C. Transp. Infrastructure Bank Division / Section / Unit</div><div>Columbia/Richland City / County</div></div> <div style="display: flex; justify-content: space-between;"><div>Vacant</div><div><div style="border: 1px solid black; padding: 2px;">40</div>County Code</div><div><div style="border: 1px solid black; padding: 2px;">Y</div>Y/N</div></div> <div style="display: flex; justify-content: space-between;"><div>Employee Name</div><div><div style="border: 1px solid black; padding: 2px;">40</div>County Code</div><div>Is Position in Central Office ?</div></div> <div style="display: flex; justify-content: space-between;"><div>Current State Title</div><div><div style="border: 1px solid black; padding: 2px;">F</div>Alphanumeric Code</div><div><div style="border: 1px solid black; padding: 2px;">AD30</div>Slot</div><div><div style="border: 1px solid black; padding: 2px;"></div>Band</div></div> <div style="display: flex; justify-content: space-between;"><div><div style="border: 1px solid black; padding: 2px;">03750</div>Full / Part Time Indicator</div><div>Accounting/Fiscal Manager II Supervisor State Title</div><div><div style="border: 1px solid black; padding: 2px;">AD30</div>Alphanumeric Code</div><div><div style="border: 1px solid black; padding: 2px;"></div>Slot</div></div> <div style="display: flex; justify-content: space-between;"><div><div style="border: 1px solid black; padding: 2px;">1950</div>Hours Per Week</div><div colspan="3" style="text-align: center;">SOURCE OF FUNDING 4150-0000</div></div> <div style="display: flex; justify-content: space-between;"><div><div style="border: 1px solid black; padding: 2px;">1950</div>Base Hours</div><div><div style="border: 1px solid black; padding: 2px;"></div>State %</div><div><div style="border: 1px solid black; padding: 2px;"></div>Federal %</div><div><div style="border: 1px solid black; padding: 2px;">100000</div>Other %</div></div>			<div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> OHR COPY</div><div><input checked="" type="checkbox"/> AGENCY COPY</div></div> <div style="text-align: center; border-top: 1px solid black; border-bottom: 1px solid black;">OFFICE OF HUMAN RESOURCES</div> <div style="display: flex; justify-content: space-between;"><div><div style="border: 1px solid black; padding: 2px;">U15</div>Agency Code</div><div><div style="border: 1px solid black; padding: 2px;">AD22</div>Alphanumeric Code</div><div><div style="border: 1px solid black; padding: 2px;"></div>Slot</div></div> <div style="text-align: center;"><div style="border: 1px solid black; padding: 2px;">08092016</div>Authorized Date</div> <div style="display: flex; justify-content: space-between;"><div><input checked="" type="checkbox"/> Delegated</div><div><input checked="" type="checkbox"/> New Position</div><div><input type="checkbox"/> Prototype</div></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> State Title Changes</div><div><input type="checkbox"/> Update</div></div> <div style="border: 1px solid black; padding: 5px; text-align: center;">Accountant/Fiscal Analyst II Approved State Title</div> <div style="display: flex; justify-content: space-between;"><div style="border: 1px solid black; padding: 2px; width: 60%;">Signature - Brenda LS</div><div style="border: 1px solid black; padding: 2px; width: 35%;">8-9-16</div></div> <div style="display: flex; justify-content: space-between;"><div>Approval Signature</div><div>Date Approved</div></div>		
REQUESTED ACTION INFORMATION					
<div style="border: 1px solid black; padding: 2px;">Establish Position Requested Action</div> <div style="border: 1px solid black; padding: 2px;">Signature - Tami Reed Supervisor's Signature</div>			<div style="display: flex; justify-content: space-between;"><div>Accountant/Fiscal Analyst II Requested State Title</div><div><div style="border: 1px solid black; padding: 2px;">AD22</div>Alphanumeric Code</div></div> <div style="display: flex; justify-content: space-between;"><div><div style="border: 1px solid black; padding: 2px;">7/29/16</div>Date</div><div style="border: 1px solid black; padding: 2px;">Signature - Brenda LS Other Required Signature</div><div><div style="border: 1px solid black; padding: 2px;">8-9-16</div>Date</div></div>		
THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR					
<p>1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?</p> <p>An associate's degree and six (6) years of professional experience in a related field such as accounting, auditing, finance or commercial lending; or an acceptable equivalence in accordance with State Human Resources Regulations. A valid motor vehicle operator's license is required.</p>					
<p>2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?</p> <p>Ability to communicate effectively. Ability to establish and maintain effective working relationships with others. Knowledge of state government fiscal accounting processes and financial EDP systems. Ability to interpret and analyze financial data, records and reports. Knowledge of state government fiscal accounting processes and financial EDP systems.</p>					
<p>3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.</p>					
<p>4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).</p>					
<div style="text-align: center;">MISCELLANEOUS DATA</div> <div style="display: flex; justify-content: center;"><div style="border: 1px solid black; width: 100px; height: 20px;"></div></div> <div style="text-align: center;">Employee Number</div> <div style="display: flex; justify-content: center;"><div style="border: 1px solid black; width: 100px; height: 20px;"></div></div> <div style="text-align: center;">Position Dept. Number</div>					

Attachment 6b

4150000010

8810

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Assists in verifying SCTIB automated financial system generated payments by project, to ensure expenditures are processed in accordance with accounting models for each program and expenditures are not in excess of amounts approved by the SCTIB Board. ~~Input~~ ^{Enters} financial transactions into the SCEIS system and reconcile SCTIB system to the Comptroller General and State Treasurer's records.

2. Job Functions:

- 1- Assists management in maintaining SCTIB automated financial system reference files (agreements, bonds, revenue/expenditure object codes, contracts, cost centers, fund/fund detail, general ledger/subsidiary accounts, program, vendor, transaction codes) used to generate financial transactions in compliance with established accounting models. Processes financial transactions, revenues and expenditures through SCTIB automated financial system. Enters financial transactions in to the SCEIS system.
- 2- Assists in establishing and maintaining cost centers within the SCTIB automated financial system for each project that accumulates and reports project expenditures and reimbursement transactions by phase of project.
- 3- Creates reports based on monthly project expenditures and expenditures to date for distribution to project managers and other users.
- 4 -Updates SCTIB automated financial system with SCEIS process dates, State Treasurer's check number and issue dates.
- 5- Records and processes all Accounts Receivable transactions. Prepares bills and processes payments in accordance with specific agreements.
- 6- Performs other related duties as assigned.

Essential/ Marginal (E or M)	Percentage of Time
E	50
E	25
E	10
E	5
E	5
M	5

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

	<u>STATE TITLE</u>	<u>NUMBER</u>	
(1)	_____	_____	Number of employees 0
(2)	_____	_____	directly supervised: _____
(3)	_____	_____	Total number supervised: 0

4. Comments:

5. The above description is an accurate and complete description of this job.

Vacant _____

Employee's Signature _____

Date _____

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

61070344	U15	SC Transportation Infrastructure Bank
Position Number	Agency Code	Agency Name
S.C. Transp. Infrastr. Bank	U150	Columbia/Richland
Division / Section / Unit	City / County	
Vacant	40	Y Y/N
Employee Name	County Code	Is Position in Central Office?
Current State Title	Alphanumeric Code	Slot
F		Band
Full / Part Time Indicator	Accounting/Fiscal Manager II	AD30
03750	Supervisor State Title	Alphanumeric Code
Hours Per Week		Slot
1950		
Base Hours		

SOURCE OF FUNDING

21009443
State %
Federal %
Other %

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☒ AGENCY COPY

OFFICE OF HUMAN RESOURCES

U150	AD22	
Agency Code	Alphanumeric Code	Slot
08	15	2016
	Authorized Date	
<input checked="" type="checkbox"/> Delegated	<input checked="" type="checkbox"/> New Position	<input type="checkbox"/> Prototype
<input type="checkbox"/> State Title Changes	<input type="checkbox"/> Update	
Accountant/Fiscal Analyst II		SA
Approved State Title		
Signature - Brenda LS		8-15-16
Approval Signature		Date Approved

REQUESTED ACTION INFORMATION

Establish Position	Accountant/Fiscal Analyst II	AD22
Requested Action	Requested State Title	Alphanumeric Code
Signature - Tami Reed	Signature - Brenda LS	
Supervisor's Signature	Date	Other Required Signature
		8-15-16
		Date

☒ FLSA Designation

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?

An associate's degree and six (6) years of professional experience in a related field such as accounting, auditing, finance or commercial lending; or an acceptable equivalence in accordance with State Human Resources Regulations. A valid motor vehicle operator's license is required.

2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?

Ability to communicate effectively. Ability to establish and maintain effective working relationships with others. Knowledge of state government fiscal accounting processes and financial EDP systems. Ability to interpret and analyze financial data, records and reports. Knowledge of state government fiscal accounting processes and financial EDP systems.

3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.

4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).

MISCELLANEOUS DATA

Employee Number
Position Dept. Number

U15006010

8810

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Assists in verifying SCTIB automated financial system generated payments by project, to ensure expenditures are processed in accordance with accounting models for each program and expenditures are not in excess of amounts approved by the SCTIB Board. Input financial transactions into the SCEIS system and reconcile SCTIB system to the Comptroller General and State Treasurer's records.

2. Job Functions:

- 1- Assists management in maintaining SCTIB automated financial system reference files (agreements, bonds, revenue/expenditure object codes, contracts, cost centers, fund/fund detail, general ledger/subsidiary accounts, program, vendor, transaction codes) used to generate financial transactions in compliance with established accounting models. Processes financial transactions, revenues and expenditures through SCTIB automated financial system. Enters financial transactions in to the SCEIS system.
- 2- Assists in establishing and maintaining cost centers within the SCTIB automated financial system for each project that accumulates and reports project expenditures and reimbursement transactions by phase of project.
- 3- Creates reports based on monthly project expenditures and expenditures to date for distribution to project managers and other users.
- 4 -Updates SCTIB automated financial system with SCEIS process dates, State Treasurer's check number and issue dates.
- 5- Records and processes all Accounts Receivable transactions. Prepares bills and processes payments in accordance with specific agreements.
- 6- Performs other related duties as assigned.

Essential/ Marginal (E or M)	Percentage of Time
E	50
E	25
E	10
E	5
E	5
M	5

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

	<u>STATE TITLE</u>	<u>NUMBER</u>	
(1)			Number of employees 0 directly supervised:
(2)			
(3)			
			Total number supervised: 0

4. Comments:

5. The above description is an accurate and complete description of this job.

Vacant

Employee's Signature

Date

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

Position Number 611070345	Agency Code U15	Agency Name SC Transportation Infrastructure Bank
Division / Section / Unit SCTTB-0150	City / County Columbia/Richland	
Vacant <input type="checkbox"/>	County Code 40	Is Position in Central Office? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Employee Name Accounting/Fiscal Manager II	Alphanumeric Code A D 3 0	Slot 21059443
Current State Title F	Supervisor State Title Accounting/Fiscal Manager II	Band AD30
Full / Part Time Indicator 03750	Hours Per Week 1950	Base Hours 1950

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☐ AGENCY COPY

OFFICE OF HUMAN RESOURCES

Agency Code U15	Alphanumeric Code AI30	Slot 21059443
Authorized Date 09/14/16		
<input type="checkbox"/> Delegated <input checked="" type="checkbox"/> New Position <input type="checkbox"/> Prototype <input type="checkbox"/> State Title Changes <input type="checkbox"/> Update		
Approved State Title Executive Assistant III		
Approval Signature Signature - T Bassard		Date Approved 09/14/16

REQUESTED ACTION INFORMATION

Requested Action Establish Position	Requested State Title Executive Assistant III	Alphanumeric Code AI30	FLSA Designation <input checked="" type="checkbox"/> E
Supervisor's Signature Signature - Tami Reed	Date 8-15-16	Other Required Signature Signature - Brenda LS	Date 8-15-16

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

- What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?
A bachelor's degree and experience in public administration, business administration, planning or public relations; or an acceptable equivalence in accordance with State Human Resources Regulations. A valid motor vehicle operator's license is required.
- What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?
Knowledge of functions, organizations, laws, rules and regulations pertinent to the agency. Knowledge of federal and state legislative processes. Ability to establish and maintain effective relationships with Board Members, government officials and the general public.
- Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.
- Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).

MISCELLANEOUS DATA

Employee Number 881080
Position Dept. Number 881080

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

2. Job Functions:

- 1-Provides information to legislators and legislative staff concerning the agency and its activities.
- 2-Researches issues and prepares reports, for the agency.
- 3-Represents the agency head in meetings with other agency officials for the purpose of coordinating various programs.
- 4-Supports the agency head in media relations and response.
- 5- Performs other related duties as assigned.

Essential/ Marginal (E or M)	Percentage of Time
------------------------------------	-----------------------

E	50
E	25
E	10
E	10
M	5

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

	<u>STATE TITLE</u>	<u>NUMBER</u>	
(1)	_____	_____	Number of employees 0 directly supervised: _____
(2)	_____	_____	
(3)	_____	_____	Total number supervised: 0

4. Comments:

5. The above description is an accurate and complete description of this job.

Vacant

Employee's Signature

Date