



State of South Carolina Contribution Expenditure Report

This form is designed to collect the quarterly and annual expenditure reports required by South Carolina in accordance with Proviso 117.21 of the appropriations act of 2022 and Executive Order 2022-19. This form must be submitted to the state agency that is providing the contribution to the designation organization at the end of year quarter and by June 30, 2023.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$500,000	X220 - Aid to Subdivisions - Treasurer	Athletic Fields at Doko Meadows park

Organization Information

Entity Name	Town of Blythewood
Address	PO Box 1004, 171 Langford Road
City/State/Zip	Blythewood, SC 29016
Website	www.townofblythewoodsc.gov
Tax ID#	57-0646434
Entity Type	Municipality

Organization Contact Information

Name	Daniel Stines
Position/Title	Assistant Town Administrator
Telephone	803-754-0501
Email	Stinesd@townofblythewoodsc.gov
Secondary Organization Contact Information	
Name	Julie Emory
Position/Title	Office Manager
Telephone	803-754-0501
Email	emoryj@townofblythewoodsc.gov

Reporting Period

Reporting Period	Quarter 4: April 1, 2024 - June 30, 2024
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Accounting of how the funds have been spent:


Description	Budget	Expenditures						Total	Balance
		FY23 Total	Quarter 1	Quarter 2	Quarter 3	Quarter 4			
Athletic Field Plan - Design Development & construction documents for new re	\$50,000.00	\$53,720.00	\$4,260.00	\$11,596.00	\$18,140.00	\$20,757.00	\$108,473.00	-\$58,473.00	
Grading	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$150,000.00	
Restroom facilities	\$150,000.00	\$0.00	\$0.00	\$0.00			\$0.00	\$150,000.00	
Lighting	\$25,000.00	\$0.00	\$0.00	\$0.00			\$0.00	\$25,000.00	
Irrigation	\$50,000.00	\$0.00	\$0.00	\$0.00			\$0.00	\$50,000.00	
Bleachers	\$10,000.00	\$0.00	\$0.00	\$0.00			\$0.00	\$10,000.00	
Utility installation	\$65,000.00	\$0.00	\$0.00	\$0.00			\$0.00	\$65,000.00	
							\$0.00	\$0.00	
							\$0.00	\$0.00	
Grand Total	\$500,000.00	\$53,720.00	\$4,260.00	\$11,596.00	\$18,140.00	\$20,757.00	\$108,473.00	\$391,527.00	

Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :

Due to design/engineering delays, this project will not go to bid before close of FY24. Project bid is slated for mid-June 2024, with an anticipated contract award July 2024 (FY25). Anticipated project completion is 6-12 months.

Expenditure Certification

The Organization certifies that the funds have been expended in accordance with the Plan provided to the Agency Providing the Distribution and for a public purpose.



 Signature
 Daniel Stines

 Printed Name

Assistant Town Administrator

 Title
 11-Jun-24

 Date



Phase One Consulting LLC
 2910 Rosewood Dr Suite # 3
 Columbia, SC 29205 US
 803-404-7168
 katie@phaseone.design

Invoice 3015X

BILL TO

Doko Meadows Soccer Field

DATE 04/12/2024	PLEASE PAY \$10,378.50	DUE DATE 05/12/2024
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	DESCRIPTION	AMOUNT
Customer Deposit	Please refer to contract for job specifications and scope	10,378.50

Doko Park Soccer Field Pavilion Deposit

TOTAL DUE	\$10,378.50
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THANK YOU.



CONTRACT ADDENDUM

Doko Meadows (Town of Blythewood: Daniel Stines)
Address: Doko Meadows: 171 Langford Rd, Blythewood, SC 29016
Governing Jurisdiction: City of Blythewood
Email: Stines@townofblythewoodsc.gov
Phone: (803) 754-0501
Date: 4/3/24

PHASE ONE *COMMERCIAL SERVICES* DESIGN AGREEMENT. Client is interested in information below as it relates to the SCOPE OF WORK, as outlined:

The Purpose: Confirm changes to project program and provide new schematic design.

<u>Team:</u>	<u>Company - Key Personnel</u>
Project Manager:	Phase One Design – Cole Garrison
Architect:	Phase One Design – Ralph Walden
Structural Engineer:	N/A
Civil Engineer:	City of Blythewood
Landscape Architect:	N/A
Electrical Engineer:	McDaniel Engineering- Benny McDaniel
Plumbing Engineer:	Vaught Engineering- Mike Vaught
Mechanical Engineer:	Vaught Engineering- Mike Vaught
NDT Specialist:	N/A
Survey/Topo/ALTA:	City of Blythewood
Environmental:	City of Blythewood

Project Description:

Revise construction documents for a new concessions and bathroom building as required for a new program, which replaces concessions space with covered pavilion space.

Summary: Start Date: 1-3 weeks from contract approval
Finish Date: 16 weeks to complete
Fee Schedule: See Below
Civil & landscape design (to be provided by owners)

SOW (Scope of work): Basic services included in contract

- 1) Assist owner in confirming the project's program requirements
- 2) Design of new open air public dining pavilion with restrooms and private storage
 - a. Design and document as required for building code compliance
- 3) Consulting engineering services are limited to:
 - a. Mechanical
 - i. Owner to provide equipment requirements

phase 1

- b. Electrical
 - i. Owner to provide equipment requirements
- c. Plumbing
 - i. Owner to provide equipment requirements
- d. Structural
 - i. **To be performed by architect No Structural PE seal to be provide**

Services Not Included Expressly outside of SOW:

The following list of activities not included is provided for clarity as well as anything not described in the scope of work.

- 1) Selection schedules on interior finishes and fixtures are not included, to be handled by others.
- 2) Structural Engineering
- 3) Value Engineering
- 4) Civil engineering
- 5) Design services of any kind during construction
- 6) Destructive testing and or non-destructive testing
- 7) Partial or whole disassembly of structure
- 8) Verification of construction method or material testing
- 9) Construction administration of any additional scopes or retrofitting
- 10) Bidding and verification of contractors or building methods
- 11) Fire engineering or compliance
- 12) Any Changes in the Design Due to Retro-Actively Applied City Regulations
- 13) Geotechnical Report, Soils Testing or Materials Testing
- 14) Base Flood Plane elevation data or design criteria
- 15) Provisions for Flood Hazard Reduction
- 16) Off-Site Utility or Infrastructure Design (other than noted in scope of services above)
- 17) Rendering / 3D Models
- 18) Entrance signage graphics, wayfinding & directional signage
- 19) LEED Accreditation Effort (or similar)
- 20) Design/Relocation of Existing Water, Sanitary Sewer, Storm Water, Gas, Electric, Telephone, Cable TV Service, or other Utility (other than coordination noted in the Scope of Services above)
- 21) Revision to Plans to Reduce Cost after Bidding
- 22) Offsite Water Demand or Sanitary Sewer Analysis / Reports
- 23) Sanitary Sewer Pump Station Design
- 24) Any services beyond those specifically included in the Scope of Services referenced above
- 25) Phase 1 or like environmental studies

Contingencies and Caveats:

- 1) **Following owner's written approval of program revisions will we start schematic design drawings (included in this contract).**
- 2) Any revisions or verifications required by newly discovered/provided documentations shall trigger a change order.
- 3) Excluded from this contract are tasks associated with:
 - a. Permitting, fees or bid solicitation.
 - b. Alternates requiring additional design.

phase ①

- c. Alternate designs associated with the Value Engineering process (VE).
- 4) Owner requirements include:
 - a. Full site access to the team.
 - b. Prior Civil and Utility plans where available.
 - c. Provide all relevant demo discovery information.
- 5) Fee proposal and schedule include design team members we find to be necessary to the project given the preliminary information that we have. Should it be determined that additional team members, or scopes for existing team members are required, additional fees may apply, and the timelines will be adjusted accordingly. It is realistic to assume that mobilization times and retainers will be required for new team members.
- 6) Given the variable nature of NDT testing and geotechnical engineering, it is reasonable to assume that any one team member's studies and/or findings may adversely affect said team member's scope and/or the scope of another team member. All alterations to proposed scopes due to the findings process will be discussed with the team members affected, then Phase One will present the proposed (required) changes to the client. If a change order is required, it will follow the process as outlined in #7 below.
- 7) Owner requested change orders to this design contract must be submitted in writing and a separate addendum shall be drafted for all parties to sign. Separate Fee and Timeline terms will be presented in accordance with the revised scope.
- 8) When it is necessary that our SOW relies on outside information, or other team members, Phase One reserves the right to effectively "pause" our efforts, and restart once the necessary information has been received. This helps to keep our costs down with unnecessary billing. Phase One will include updates within our weekly project update.
- 9) As we understand, Civil & Landscape Engineering will not be a part of this contract, provided by others. Should this change, or otherwise be required for permitting, Phase One can provide a bid for the new scopes.
- 10) Permitting associated with borings and geotechnical testing shall not be held against Phase One or its subcontractors. Should permitting be required to perform borings, all fees associated with permitting are the responsibility of the client, and all time delays shall not be held against Phase One or the design team.
- 11) Phase One will provide our services as expeditiously as practicable with the goal of meeting an agreed upon schedule. Our scope may be impacted depending on the city/county approval and review process. However, we cannot control the city timelines, communication, or backlog. Our hope is to accomplish this in the above listed schedule, it cannot be stressed enough that the city ultimately decides timeline by their review process.
- 12) All fees associated with obtaining a permit (impact, permit, inspection, drilling, etc.) are the responsibility of the Client/Owner. Once the technical review is complete, the Client/Owner is responsible for providing any paperwork that may be required such as maintenance bonds, indemnity agreements, etc.
- 13) Phase One Design shall be permitted to place our logo on construction site signage, and/or shall be permitted to place a standalone sign at the road front.
- 14) **Reimbursable expenses, to be charged for services listed below, are applicable to all projects where reimbursable expenses are used as a basis for payment and are not part of a fixed fee or stipulated sum.**
 - a. **Printing, Travel, Per Diem, Services of Consultants**

PHASE ONE

b. Minimum fee of cost plus 15%

As always, we appreciate the opportunity to assist you with your project and look forward to getting started. Please do not hesitate to reach out to us with any questions or concerns about this Engagement Summary

Schedule

Start date will be effective the following week of the approved signed contract and deposit received. We will provide our services as expeditiously as practicable with the goal of meeting an agreed upon schedule. We anticipate a timeline of 16 weeks depending on the owner's review, cost studies, comment, and approval process.

However, we cannot control the city timelines, communication, or backlog. Our hope is to accomplish this in the above listed schedule, it cannot be stressed enough that the city ultimately decides timeline by their review process. All fees associated with obtaining a permit (impact, permit, inspection, etc.) are the responsibility of the Client/Owner. Once the technical review is complete, the Client/Owner is responsible for providing any paperwork that may be required such as maintenance bonds, indemnity agreements, etc.

Design Phases

Phase 1: Project Program

Not Provided

Phase 2: Schematic Design

Provided

Phase 3:-Construction Drawings

Provided

Phase 4: Permitting - owner responsible for all submittals

Not provided

DESIGN HAS BEEN CLIENT APPROVED (SEE ADDENDA 3), ANY CHANGES TO APPROVED DESIGN TO BE BILLED ACCORDINGLY.

Addenda

- 1) Elkay EZH2O LZS8WSLK (owner's basis of design drinking fountain)
- 2) Elkay 39AM87_LZSTL8WSLP (owner's basis of design drinking fountain)
- 3) Owner approved conceptual basis of design sketch

Deposit/Fee Schedule

A deposit of **(\$10,378.50)** is required to move forward.

4 weeks from start date 20% (\$4,151.40) will be due

8 weeks from start date 20% (\$4,151.40) will be due

12 weeks from start date 10% (\$2,075.70) will be due

Permit & Construction Documents TOTAL: \$20,757.00

Pricing good for 30 days – Minimums apply to Phase One pricing.

phase ONE

Client: *CSH/MDH*
Date: *April 9, 2024*

ACCEPTANCE OF DESIGN AGREEMENT

Upon acceptance of this agreement, please sign above and an invoice in the amount of 50% will be sent to you for the initial payment. *Once agreement has been signed, and deposit is received your project will be assigned, your project will receive an effective start date.

If for any reason, client requires revised or new design concepts, during or after the General Contracting bidding process, an additional fee will be charged. This additional fee will allow client to work with the design team to make changes to the SOW and design concepts.

Phase One may display and use photographs and/or video from your project for advertising, display, website, internet promotion, etc., at our discretion. The Company grants Phase One permission to use any name or logo of the Company in any marketing materials of the Phase One or its affiliates.

phase 1

4/2/24, 6:33 AM

Elkay EZH2O LZS8WSLK Filtered Water Bottle Refilling Station, Wall Mount, Gray



Model #: T9FB384182N **MPN #:** LZS8WSLK

BESTSELLER

Elkay EZH2O LZS8WSLK Filtered Water Bottle Refilling Station, Wall Mount, Gray

[View All Wall Mount Water Bottle Refilling Stations](#)

(19) | Questions & Answers (11)

Purchase Information

phase ONE



Products Based on Your Search

 <input type="checkbox"/> Compare Web Price ⓘ \$2,411.53 / each	 <input type="checkbox"/> Compare Web Price ⓘ \$2,094.86 / each	 <input type="checkbox"/> Compare Web Price ⓘ \$2,684.49 / each
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Related Categories

On-Wall Drinking Fountains & Bottle Fillers	Drinking Fountains, Bottle Fillers & Water Dispensers	Plumbing
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[On-Wall Drinking Fountains & Bottle Fillers](#) / [ELKAY Drinking Fountain with Bottle...](#)



ELKAY Drinking Fountain with Bottle Filler: On-Wall, Refrigerated, 39 1/2 in Ht, Gray, Filtered

Item **39AM87**
Mfr. Model **LZSTL8WSLP**

Compare

Product Details [Catalog Page 2599](#)

Brand **ELKAY**

ADA Compliant **Yes**

Standards

ADA and ICC A117.1; ASME A112.19.3/CSA B45.4; Buy American Act; CAN/CSA C22.2 No. 120; GreenSpec; NSF/ANSI 372; NSF/ANSI 42; NSF/ANSI 53; NSF/ANSI 61; UL 399

Station Type **BI-Level Fountain; Bottle Filling Dispenser**

Bottle Dispenser Actuation **Sensor**

Fountain Actuation **Front Pushbar/Side Pushbar**

Mounting Location **Wall Surface Mount**

Environment **Indoor**

Web Price ⓘ
\$2,338.95 / each

This item requires special shipping. additional charges may apply.

Qty
1

Add to Cart

Ship

**Picku
P**

Expected to arrive
Wed. Apr 03.

Ship to **29201** | [Change](#)

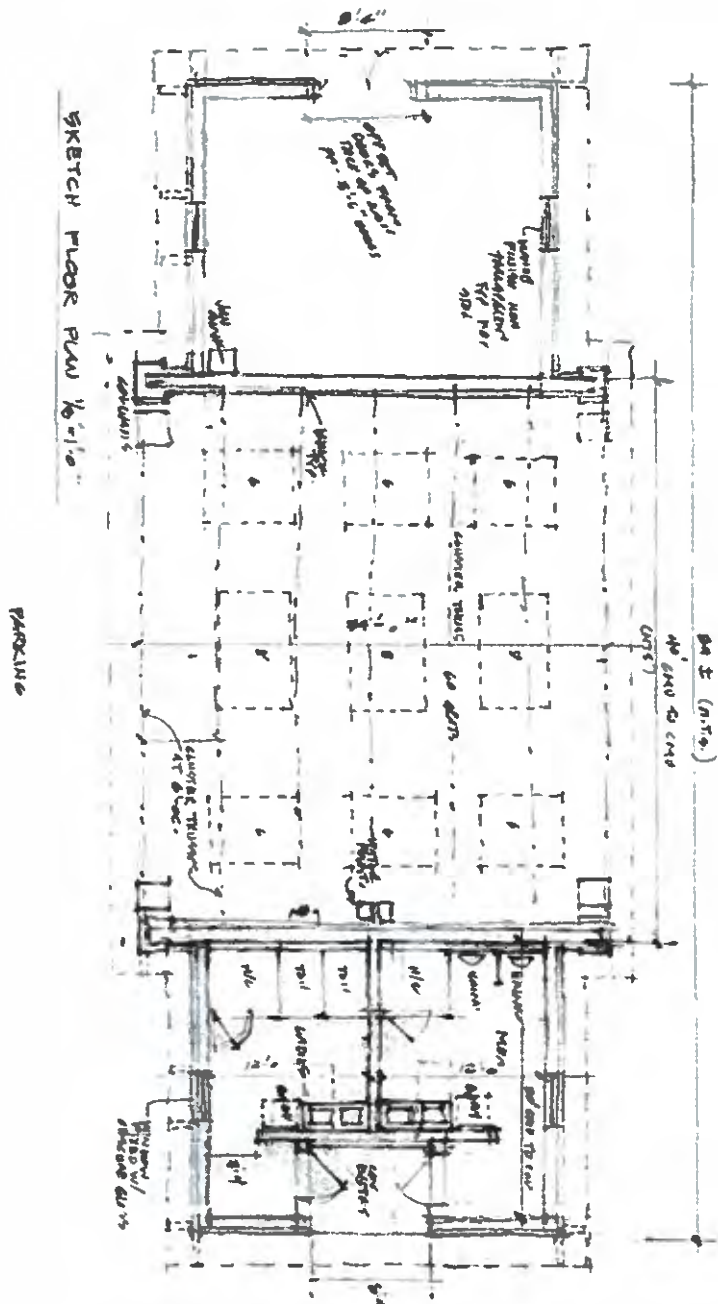
Shipping Weight **95 lbs**
[Ship Availability Terms](#)

[Add to List](#)

Compliance & Restrictions

This product has been certified by a third party to be compliant with the "Safe Drinking Water Act" requirements for low lead in potable (human consumption - drinking and cooking) and non-potable water

phase (1)





Phase One Consulting LLC
 2910 Rosewood Dr Suite # 3
 Columbia, SC 29205 US
 803-404-7168
 katie@phaseone.design

Invoice 3020X

BILL TO

Doko Meadows Soccer Field

DATE 05/10/2024	PLEASE PAY \$4,151.44	DUE DATE 05/25/2024
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	DESCRIPTION	AMOUNT
Customer Deposit	Please refer to contract for job specifications and scope	4,151.44

TOTAL DUE **\$4,151.44**

THANK YOU.



Phase One Consulting LLC
 2910 Rosewood Dr Suite # 3
 Columbia, SC 29205 US
 803-404-7168
 katie@phaseone.design

Invoice 3027X

BILL TO

Doko Meadows Soccer Field

DATE 05/28/2024	PLEASE PAY \$6,227.06	DUE DATE 06/27/2024
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	DESCRIPTION	AMOUNT
Customer Deposit	Please refer to contract for job specifications and scope	6,227.06

TOTAL DUE **\$6,227.06**

THANK YOU.