



South Carolina Department of Transportation

ENVIRONMENTAL SERVICES OFFICE

PUBLIC INVOLVEMENT POLICY FOR NEPA COMPLIANCE

Effective Date: October 1, 2011

Revised Date: February 2015

A handwritten signature in black ink that reads "Patrick L. Tyndall".

Patrick L. Tyndall
Planning and Environmental Manager
Federal Highway Administration
1835 Assembly Street
Suite 1270
Columbia, South Carolina 29201
803-765-5460

A handwritten date "2/9/15" written in black ink above a horizontal line.

Date

A handwritten signature in blue ink that reads "Randall D. Williamson".

Randall D. Williamson, P.E., Director
Environmental Services Office
South Carolina Department of Transportation
955 Park Street
Columbia, South Carolina 29201
803- 737-1700

A handwritten date "2/3/2015" written in blue ink above a horizontal line.

Date

INTRODUCTION

Transportation projects, by their very nature, greatly affect the citizens that use the facility as well as those that live or work in the communities in which the project is located. As a transportation agency, it is SCDOT's responsibility to:

- 1) communicate with those who may be affected directly or indirectly by a transportation project; and,
- 2) to develop a plan to effectively involve the public in the transportation decision-making process.

This policy outlines the South Carolina Department of Transportation's (SCDOT) plan to communicate and involve the public in the development of transportation projects. All projects where SCDOT and/or FHWA will be requested to sign the environmental document are required to follow this public involvement policy. **This Policy will be reviewed at least every 5 years, and will be updated as needed.** A Public Involvement Checklist has been developed to assist Program Managers and to document the implementation of this Public Involvement Policy on a project level basis (refer to Appendix). In coordination with the Environmental Services Office (ESO), the Program Manager will complete the Public Involvement Checklist and provide a copy to the ESO. In addition, the Program Manager will keep a copy of the completed Public Involvement Checklist in the project file. This policy complies with and satisfies the requirements of 23 CFR 771.111(h)(1).

I. DEFINITIONS

Public Information Meeting (PIM): A PIM is an informal public gathering hosted by SCDOT for the express purpose of informing and soliciting input from interested individuals regarding transportation issues. Any public meeting that SCDOT is requested to conduct will be completed in accordance with the procedures outlined in this policy. A PIM is most commonly conducted during the alternative development phase, prior to the recommendation of a preferred alternative. The PIM serves as a forum for the public to be engaged early in the project development process. A brief presentation can be provided if needed. Maps and drawings of the proposed improvements are available and citizens may ask questions and provide comments regarding the possible social, economic and environmental effects of the project. The public comments are reviewed and modifications to the project are considered. SCDOT may provide a written response to all written comments received at the PIM and associated comment period. Responses to these comments are not required, but may be considered on a project by project basis.

Public Hearing (PH): A PH is required for an Environmental Assessment (EA) and an Environmental Impact Statement. Project details are provided such as potential impacts of the preferred alternative, proposed schedule, and estimated costs. A PH is different from a PIM, as a formal presentation is given and interested individuals have the opportunity to verbally express their views of the project. It is the intent of SCDOT to have the public comments recorded by a court reporter. The public comments are reviewed and modifications to the project are considered. SCDOT provides a written

response to all written or recorded comments received at the PH and associated comment period.

Public Hearing Officer (PHO): The (PHO) is in charge of the formal portion of the hearing. The PHO will be someone that is impartial to the project, capable of public speaking and controlling a large gathering of people. The PHO will be designated by the ESO. A PHO may also be used at a PIM to help facilitate the meeting and any presentations.

Speaking Requests – On some projects SCDOT staff may be asked to go and speak to other organizations (Rotary Club, etc) and provide information about the project. The procedures outlined in this policy do not apply to meetings that are not conducted by SCDOT (or their consultant). These speaking requests are not considered SCDOT PIM's or PH's and therefore do not require sign in sheets or comment forms. However, the project manager should summarize the meeting and include this in the project files and in the "comments and coordination" section of the environmental document.

II. APPLICABLE PROJECTS

Four tiers of projects and the level of effort associated with each are described below:

Tier 1: Projects that qualify for a Categorical Exclusion (CE) Type A or B may include landscaping, minor intersection improvements, safety projects, pavement resurfacing or smaller bridge replacements.

Although there are no Public Involvement (PI) requirements for a Tier 1 project, discussions with the ESO and FHWA may result in any of the following potential requirements listed below based on the nature of the project scope.

Potential PI elements for a Tier 1 project may include:

1. When a project will include a bridge closure, a sign should be placed near the project. This sign should be posted after the completion of the environmental document for a period of 15 days, which coincides with SCDOT policy for advertising an opportunity for a public meeting. The sign should indicate that a bridge closure and detour are anticipated and contact information should be provided.
2. In accordance with Engineering Directive Memorandum 36, letters to public officials.
3. Press release.
4. Letters to property owners or residents in project study area.
5. Conduct a PIM and/or PH or the advertisement for an opportunity for a PIM/PH.

Tier 2: Projects that qualify for a Categorical Exclusion Type C may include intersection improvements or larger bridge replacements.

Although there are no PI requirements for a Tier 2 project, discussions with the ESO and FHWA may result in any of the following potential requirements listed below based on the specific project.

Potential PI elements for a Tier 2 project may include:

1. When a project will include a bridge closure, a sign should be placed near the project. This sign should be posted after the completion of the environmental document for a period of 15 days, which coincides with SCDOT policy for advertising an opportunity for a public meeting. The sign should indicate that a bridge closure and detour are anticipated and contact information should be provided.
2. In accordance with Engineering Directive Memorandum 36, letters to public officials.
3. Press release.
4. Conduct a PIM and/or PH or the advertisement for an opportunity for a PIM/PH.
5. Letters to property owners or residents in project study area.

Tier 3: Projects that qualify for an EA may include new location roadways, interstate interchange improvements, highway widenings or major bridge replacements.

PI requirements for a Tier 3 project include:

1. Letter of Intent (A sample of this letter is found in the appendix).
2. PIM, refer to Public Notification portion of this process.
3. PH, refer to Public Notification portion of this process.

Pending discussions with the ESO and FHWA the following potential PI requirements listed below may also be applicable for a Tier 3 project.

Potential PI elements for a Tier 3 project may include:

1. When a project will include a bridge closure, a sign should be placed near the project. This sign should be posted after the completion of the environmental document for a period of 15 days, which coincides with SCDOT policy for advertising an opportunity for a public meeting. The sign should indicate that a bridge closure and detour are anticipated and contact information should be provided.
2. In accordance with Engineering Directive Memorandum 36, letters to public officials.
3. Newsletters, flyers, mailings, toll-free hotline, website, FM tuner recorded announcement, use of social networking sites, outreach to Environmental Justice or non-English reading/speaking communities, etc. (refer to appendix for list of minority media outlets).
4. Letters to property owners or residents in project study area.

Tier 4: Projects for which an Environmental Impact Statement (EIS) will be prepared may include new location roadways, interstate interchange improvements, highway widenings or major bridge replacements.

Pursuant to MAP-21 a specific public involvement plan shall be developed for a Tier 4 project based on the specific project. Discussions with the ESO and FHWA will be completed when developing the plan.

III. PUBLIC INFORMATION MEETING PROCEDURES

Determination of need for a PIM: Unless required, the ESO and the Program Manager will decide if a PIM is needed on a project-by-project basis. The ESO Director or NEPA Manager, in coordination with FHWA's South Carolina Division Office will have the final determination as to the need for a PIM. If it is determined that a PIM is needed, the Program Manager, with the assistance of the ESO, will conduct a PIM in coordination with the public involvement policy. The Program Manager will offer potential dates to the ESO before scheduling the PIM. In addition, the Program Manager will provide draft copies of the necessary documents and the PIM displays to the ESO for review.

Please note: If a PIM was conducted for a project in the past and the project was put on hold, an additional PIM may be required depending on the length the project was on hold. The requirement of an additional PIM will be determined through coordination between the Program Manager, the ESO and FHWA. The ESO will have final determination whether a PIM is required.

Identification of affected groups: The Program Manager will coordinate with the ESO to identify any community groups, churches, neighborhood associations or other affected/interested groups and identify a point of contact for these groups. The ESO may also suggest methods for communicating with the affected groups that are identified. These groups may be used as a resource to assist SCDOT with the flow of project information throughout the life of the project. If the affected groups include a population that speaks a primary language other than English, the Program Manager will identify a SCDOT translator to attend the meeting. (Refer to appendix for list of SCDOT translators).

Please note: On some projects it may be necessary to hold multiple PIMs in different geographic areas of the study area. The requirement of multiple PIMs will be determined through coordination between the Program Manager, the ESO and FHWA.

Public Notification: The following public notification process will be completed for a PIM:

1. A newspaper display ad will be completed by the Project Manager.
 - It is the Program Manager's responsibility to write the ad and submit it to ESO for publication (an example ad is included in the appendix).
 - The date, time and location of the PIM will be announced at least 15 calendar days prior to its occurrence.
 - Public comment will be allowed at least 15 calendar days after the conclusion of the PIM.
 - Twenty-one (21) days must be allowed for the ESO to review and publish the ad.
2. The SCDOT website will be updated to include the date, time, and place of the meeting. It is ESO's responsibility to coordinate the website update.
3. Physical signs will be placed near the project site at least 15 days prior to the PIM. The signs should be removed at the conclusion of the public comment

period. It is the Program Manager's responsibility to arrange for the physical signs to be placed and removed.

4. A project notification letter regarding the PIM shall be sent to all elected officials in the project area. This will include but is not limited to: City/Town, County, COG/MPO, and State legislators. It will be the Program Manager's responsibility to provide a list of recipients (preferably with e-mail addresses) for distribution by the ESO.

FHWA Coordination: The Program Manager will advise the ESO when PIM displays are ready for review. The ESO will coordinate with an FHWA representative and provide the opportunity to review the proposed displays a minimum of 7 days prior to the PIM. Coordination with FHWA will also be provided to ensure attendance.

Facility Requirements: The Program Manager is responsible for locating a facility meeting the following requirements:

1. Americans with Disabilities Act accessible.
2. Ample parking in close proximity to facility.
3. Audio/Visual compatibility (microphones, projector, screen, etc), if required.
4. Adequate availability of tables and adult-sized chairs.
5. If required, a "Certificate of Insurance" that shows that SCDOT has liability insurance.
 - The Certificate can be directly obtained from the Insurance Reserve Fund by requesting it via e-mail from Athena Westernen (awesteren@irf.sc.gov). You must provide the name and address of the representative that the Certificate needs to be sent to. Request must be made at least 2 business days in advance.

Staffing Guidelines: The Program Manager is responsible for coordinating the staffing with ESO to include:

1. Sign-in table staff.
2. Program Manager and RPG/Traffic personnel.
3. FHWA representative(s).
4. ESO representative(s).
5. Right-of-way Agent(s).
6. Consultant staff (if applicable).

PIM Specifics:

1. The PIM will be held from 5:00PM to 7:00PM, depending on the work hours of the affected population. Exceptions to this must be approved by the ESO Director.
2. The PIM will be held on Tuesdays or Thursdays, depending on the work schedules of the affected population. Exceptions to this must be approved by the ESO Director.
3. Directional signs for parking and identification of entrance must be used and should be of suitable size that they are easily identified.
4. A police presence is required and the Program Manager is responsible for arranging.

5. Staff attending the PIM will be clearly identifiable with name badges.
6. Sign-in sheets and comment forms must be provided (please use the standard examples attached in appendix). The comment form can include a series of check boxes that allow the responses to be addressed in a specific manner (refer to example).
7. A recording device will be provided by the ESO/Consultant to record verbal comments.
8. Handouts must be provided that include:
 - the project's purpose and need
 - a project location map
 - text explaining that comments on any known cultural or historic properties are encouraged.
9. A minimum of two sets of displays will be available.
10. The number of minority citizens attending must be tallied by the person staffing the sign-in table and provided to the ESO. A minority citizen is defined by FHWA as being:
 - Black (having origins in any of the black racial groups of Africa);
 - Hispanic (of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race)
 - Asian American (having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or
 - American Indian and Alaskan Native (having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition).
11. The number of females attending must be tallied by the person staffing the sign-in table and provided to the ESO.
12. Based on coordination with the ESO, a 5-10 minute formal presentation may be recommended. The final determination of the need for a formal presentation will be made by the ESO. An opportunity will not be given for formal verbal comments from the public at a PIM.

Organizations not affiliated with SCDOT: If an outside organization requests a presence at the PIM, they must be separated from the SCDOT sponsored meeting **AND** they must clearly identify themselves as a group that is not affiliated with SCDOT or the project. The Program Manager will be responsible for designating the location at the PIM for these organizations and to provide a sign that indicates that they are not affiliated with SCDOT.

Comments received from PIM: Comments submitted at the PIM and during the comment period following the PIM will be included in the official project record. Comments will be taken into consideration when evaluating project alternatives. Responses to these comments are **NOT** required, but will be summarized and documented in the NEPA document. Responses to these comments may be considered on a project by project basis, if necessary.

Comments received through email: Comments provided via email during the comment period will be included in the official project record. Responses to these comments are not required, but will be taken into consideration when evaluating project alternatives. Responses to these comments may be considered on a project by project basis, if necessary.

Petitions received: Petitions will be collected and included as a part of the official project record. Where possible a response will be provided to either the individuals or petition leader after coordination between the PM and ESO.

Comments received from social-networking sites (if applicable): Comments provided on a social-networking site, or other site not directly hosted by SCDOT will not be included in the official project record. If a site is utilized for public involvement efforts, this will be clearly stated on the webpage. Furthermore, the webpage will also provide a link or directions on how to leave a formal comment.

IV. PUBLIC HEARING PROCEDURES

Determination of need for a PH: This PIP establishes the process for complying with the Public Hearing requirements of Act No. 114 from the 117th Session of the South Carolina General Assembly and signed into law on June 27, 2007 by the Honorable Governor Mark A. Sanford. As contained in Act No. 114, Section 57-1-370 (G) states that:

“The department shall conduct a public hearing in each county in which a public hearing is required by federal regulations to allow the department to share information regarding the project with the local community and to allow the local community to address its concerns with department officials. The hearing must include the opportunity for members of the public to address a hearing officer in a format in which comments can be heard by the general public.”

The Program Manager will offer potential dates to the ESO before scheduling the PH. In addition, the Program Manager will provide draft copies of the necessary documents and the PH displays to the ESO for review.

Identification of affected groups: The Program Manager will coordinate with the ESO to identify any community groups, churches, neighborhood associations or other affected/interested groups and identify a point of contact for these groups. The ESO may also suggest methods for communicating with the affected groups that are identified. These groups may be used as a resource to assist SCDOT with the flow of project information throughout the life of the project. If the affected groups include a population that speaks a primary language other than English, a SCDOT translator will be identified and attend the meeting. (Refer to appendix for list of SCDOT translators).

Please note: On some projects it may be necessary to hold multiple PHs in different geographic areas of the study area. The requirement of multiple PHs will be determined through coordination between the Program Manager, the ESO and FHWA.

Circulation of Environmental Documents and Public Hearings (Completed by ESO)

For EAs:

- EA must be available for public inspection for 15 days prior to the PH. The EA must be available at the SCDOT Headquarters and also at the appropriate District Office. 23 CFR 771.121(d) and (e)
- EA must also be sent by SCDOT ESO office to affected units of Federal, State, and Local Government. 23 CFR 771.121(d)
- SCDOT ESO must notify the State intergovernmental review contacts established under Executive Order 12372. 23 CFR 771.121(d)

For Finding of No Significant Impacts:

- SCDOT ESO will send notice of availability to affected units of Federal, State, and local government. SCDOT ESO will also notify the State intergovernmental review contacts established under Executive Order 12372.

For Draft EISs:

- A Notice of Intent must be published in the Federal Register at the beginning of the project. 23 CFR 771.123(a)
- In accordance with 23 CFR 771.123(g) once the Draft EIS is published, it must be circulated to:
 - Public officials, interest groups, and members of the public known to have an interest in the proposed action or the Draft EIS;
 - Federal, State, and local government agencies expected to have jurisdiction or responsibility over, or interest or expertise in, the action.
 - The State intergovernmental review contacts established under Executive Order 12372.
 - State and Federal land management entities which may be significantly affected by the proposed action or any of the alternatives.
- FHWA will file the Draft EIS with the EPA under section 309 of the Clean Air Act. U.S. Environmental Protection Agency (EPA) will then publish the Notice of Availability of the Draft EIS in the Federal Register (pursuant to 23 CFR 771.123(i)).

For Final EISs

- In accordance with 23 CFR 771.125(g), once signed the Final EIS, will be sent to:
 - Any persons, organizations, or agencies that made substantive comments on the Draft EIS or requested a copy.
 - Copies of the Final EIS must also be available for public inspection at SCDOT Headquarters and the appropriate District Office.
 - FHWA will file the Final EIS with EPA. Then EPA will publish the Notice of Availability of the Final EIS in the Federal Register.

For Projects that Have Section 4(f) Impacts:

- Coordination with the agencies or officials with jurisdiction over the Section 4(f) resource must be documented.
- FHWA will send all Individual Section 4(f) evaluations to Department of Interior for 45 day comment period. 23 CFR 774.5(a)
- After 15 days beyond the end of the comment period, FHWA and SCDOT will assume a lack of objection and proceed with the project. 23 CFR 774.5(a)
- For projects with impacts to historic properties, consulting parties must be coordinated with pursuant to 36 CFR 800.
- For projects with impacts to parks, recreation areas, wildlife and waterfowl refuges; public notice and an opportunity for public comment must be documented. 23 CFR 774.5(b)(2)

For Projects that Have Noise Impacts:

- Ensure that the public involvement requirements of SCDOT's Noise Policy have been met.

Please Note: For all environmental documents, SCDOT will normally provide copies for free. However, if necessary, SCDOT can charge a fee to reproduce the environmental document sufficient to cover the actual cost of reproduction. 23 CFR 771.125(f)

Public Notification: The following public notification process will be completed:

1. Newspaper display ad:
 - It is the Program Manager's responsibility to write the ad and submit it to ESO for publication (an example ad is included in the appendix).
 - The PH ad must include an explanation of the informal/formal portions of the meeting, as well as the procedures for signing-up to speak during the formal portion.
 - The date, time and location of the PH must be announced at least 15 calendar days prior to its occurrence and Public comment will be allowed at least 15 calendar days after the conclusion of the Public Hearing.
 - The environmental document must be available for public review during the entire public comment period. A hard copy will be maintained at Department Headquarters and the appropriate District office.
 - Twenty-one (21) days must be allowed for the ESO to review and publish the ad.
2. The SCDOT website will be updated to include the date, time, and place of the meeting. It is ESO's responsibility to coordinate the website update.
3. Physical signs will be placed near the project site at least 15 days prior to the PH. The signs should be removed at the conclusion of the public comment period. It is the Program Manager's responsibility to arrange for the physical signs to be placed and removed.
4. A project notification letter regarding the PH shall be sent to all elected officials in the project area. This will include but is not limited to: City/Town, County, COG/MPO, and State legislators. It will be the Program Manager's responsibility to provide a list of recipients (preferably with e-mail addresses) for distribution by the ESO.

FHWA Coordination: The Program Manager will advise the ESO when PH displays are ready for review. The ESO will coordinate with an FHWA representative and provide the opportunity to review the proposed displays a minimum of 7 days prior to the PIM. Coordination with FHWA will also be provided to ensure attendance.

Facility Requirements: The Program Manager is responsible for locating a facility meeting the following requirements:

1. Americans with Disabilities Act accessible.
2. Ample parking in close proximity to facility.
3. Audio/Visual compatibility (2 microphones with one that can be turned on/off as needed, projector, screen, etc).

4. Adequate availability of tables and adult-sized chairs.
5. If required, a "Certificate of Insurance" that shows that SCDOT has liability insurance.
 - The Certificate can be directly obtained from the Insurance Reserve Fund by requesting it via e-mail from Athena Westeren (awesteren@irf.sc.gov). You must provide the name and address of the representative that the Certificate needs to be sent to. Request must be made at least 2 business days in advance.

Staffing Guidelines: The Program Manager is responsible for coordinating the staffing of the PH with ESO, including the Public Hearing Officer to include:

1. Sign-in table staff.
2. Staff for the formal comment sign-up table.
3. Program Manager and RPG/Traffic personnel.
4. FHWA representative(s).
5. ESO representative(s).
6. Public Hearing Officer. The (PHO) is in charge of the formal portion of the hearing. The PHO will be someone that is impartial to the project, capable of public speaking and controlling a large gathering of people. The PHO will be designated by the Environmental Services Office (ESO).
7. Right-of-way Agents.
8. A court reporter (arranged by ESO).
9. Consultant staff (if applicable).

PH Specifics:

1. The PH will be held from 5:00PM to 7:00PM, depending on the work hours of the affected population. Exceptions to this must be approved by the ESO Director.
2. The PH will be held on Tuesdays or Thursdays, depending on the work schedules of the affected population. Exceptions to this must be approved by the ESO Director.
3. Each PH will include both a formal and informal portion. The typical time allotment for the entire Public Hearing shall be no less than two (2) hours, of which, at least one hour will be designated for the formal portion.
4. Directional signs for parking and identification of entrance must be used and should be of suitable size that they are easily identified..
5. A police presence is required and the Program Manager is responsible for arranging.
6. Staff attending the PH will be clearly identifiable with name badges.
7. Sign-in sheets, sign-up sheets and comment forms must be provided (use the standard examples in appendix). The comment form can include a series of check boxes that allow the responses to be addressed in a specific manner (refer to example).
8. A recording device will be provided by the ESO/Consultant to record verbal comments.

9. Handouts must be provided with a graphic showing the recommended preferred alternative, purpose and need, location map, and text explaining that comments on any known cultural or historic properties is encouraged.
10. A minimum of two sets of displays will be available.
11. The number of minority citizens attending must be tallied by the person staffing the sign-in table and provided to the ESO. A minority citizen is defined by FHWA as being:
 - Black (having origins in any of the black racial groups of Africa);
 - Hispanic (of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race)
 - Asian American (having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or
 - American Indian and Alaskan Native (having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition).
12. The number of females attending must be tallied by the person staffing the sign-in table and provided to the ESO.
13. Two sign-in tables will be required at the entrance to the PH facility.
 - The first for capturing the participants name, address and phone number.
 - The second for capturing the name of those wishing to make a formal verbal comment during the formal portion.
14. Sign-up for formal verbal comment will be open until five minutes prior to the beginning of the formal portion.
15. A minimum of two sets of displays will be available. The recommended preferred alternative will be presented, if not another meeting may be required.
16. Where possible, the informal portion will continue during the formal portion.
17. A court reporter, obtained by ESO, will be required to record the formal portion.
18. Following the formal presentation there will be an opportunity for citizens to make a formal verbal comment.
19. A two-minute time limit for each formal verbal comment and the time is not transferrable.
20. A timekeeper will be present to keep the speakers on schedule.
21. The formal portion will continue until all citizens who signed-up to make a formal verbal comment have had an opportunity to do so.
22. The formal presentation will still take place, even if no citizens signed-up to provide formal verbal comments.
23. The PHO shall start the formal portion on time using the following format:
 - Introduce him/herself as the PHO. Inform audience that this is not a question and answer session and that this portion is being recorded for inclusion in the public comments record along with any other written or recorded comments.
 - Introduce and allow any government elected officials who desire to speak to make a brief statement about the project. If they do not wish to speak, ask if they would like to be recognized.
 - Introduce the Project Manager and have them give a brief overview of the project (no more than 10 minutes).

- Inform the audience and remind the speakers of the following ground rules that they agreed to abide by:
 - i. The formal portion is being recorded.
 - ii. Understanding of two minute time limit.
 - iii. No profanity or personal attacks.
 - iv. State their name, address, and any group affiliation.
 - v. The time is not transferrable.
 - vi. If a citizen agrees with a previous formal verbal comment they may forfeit their time by simply recognizing their agreement with the previous citizen.
 - vii. Only those citizens whom previously signed up will be allowed to speak.
- After the last speaker has finished thank the speakers and the audience for their participation.
- Remind the audience of the other opportunities to provide comments. Explain that these verbal comments will not be responded to, but if they would like to receive a written response, they **MUST** submit a written comment either at the PH or during the comment period.
- If time allows, advise the public that they may return to the displays, etc. and ask questions about the project to SCDOT representatives.

Organizations not affiliated with SCDOT: If an outside organization requests a presence, they must be separated from the SCDOT sponsored meeting **AND** they must clearly identify themselves as a group that is not affiliated with SCDOT or the project. The Program Manager will be responsible for designating the location at the PH for these organizations and to provide a sign that indicates that they are not affiliated with SCDOT.

Comments received from PH: Comments submitted at the PH and during the comment period following the PH will be included in the official project record. A written response to each comment is required and will be taken into consideration when evaluating the preferred alternative.

Comments received through email: Comments provided via email during the comment period will be included in the official project record. A response to each comment is required and will be taken into consideration when evaluating the preferred alternative. A log of the email comments will be kept in the project files.

Petitions received: Petitions will be collected and included as a part of the official project record. Where possible a response will be provided to either the individuals or petition leader after coordination between the PM and ESO.

Comments received from social-networking sites, if applicable: Comments provided on a social-networking site, or other site not directly hosted by SCDOT will not be included in the official project record. If a site is utilized for public involvement efforts,

this will be clearly stated on the webpage. Furthermore, the webpage will also provide a link or directions on how to leave a formal comment.

PH Certification Package:

1. Summary of the PH attendance and comments (refer to sample in appendix).
2. A transcript of the formal portion of the PH.
3. Sign-in sheets.
4. Comments received.
5. Handout.
6. Responses to Comments.

Materials for Public Information Meeting

- I. PIM Advertisement With Out Presentation
- II. PIM Advertisement With Presentation
- III. PIM Sign In Sheet
- IV. PIM Comment Sheet

**PROPOSED SC 7 (COSGROVE AVENUE)
BRIDGE REPLACEMENT PROJECT
OVER MEETING STREET AND SCL & SOUTHERN RAILROADS**

Charleston County

Public Information Meeting

Meeting:

Tuesday, April 27, 2010, from 5:00 p.m. to 7:00 p.m., at the Mary Ford Elementary School cafeteria located at 3180 Thomasina McPherson Boulevard, Charleston Heights, South Carolina 29405. The meeting will have a drop-in format, with displays for viewing. A formal presentation will not be given during this time.

In the future, if an official Public Hearing is held, a formal presentation will be given during the meeting, and citizens will have the opportunity to make formal, verbal comments immediately following.

Purpose:

To provide information and solicit feedback from area residents concerning the proposed bridge replacement on SC 7 (Cosgrove Avenue) over Meeting Street and SCL & Southern railroads. The bridge to be replaced is located approximately 0.2 miles south of the intersection of SC 7 with Rivers Avenue. Another purpose of the meeting will be to gather information from the public or any interested organization on historic or cultural resources in the area. The bridge replacement is proposed in order to upgrade the existing structure that is structurally deficient and to correct current substandard clearances. Engineering, Right-of-Way, and Environmental personnel from the South Carolina Department of Transportation (SCDOT) will be available to answer questions. Plans will be displayed showing the proposed project.

Contact:

Additional information concerning the project may be obtained by contacting Mr. James Mattox, SCDOT Program Manager at 803-737-1805 in Columbia, SC. Persons with disabilities who may require special accommodations should contact Ms. Lis Bleasdale at 803-737-1395.

South Carolina Department of Transportation

**PROPOSED BRIDGE REPLACEMENT
LEAPHART ROAD OVER INTERSTATE 26**

Lexington County

Public Information Meeting

Meeting:

Tuesday, September 13, 2011, from 5:00 p.m. to 7:00 p.m., at Pineview Baptist Church, 3010 Leaphart Road, West Columbia, SC 29169. The meeting will have a drop-in format with project displays available for viewing. Informal, written and verbal comments will be collected during the meeting. A brief presentation regarding the proposed project will be conducted at 6:00 p.m. Formal, verbal comments will not be taken after the presentation. In the future if an official Public Hearing is held, a formal presentation will be given during the meeting and citizens will have the opportunity to make formal verbal comments immediately following.

Purpose:

To provide information and solicit feedback from area residents concerning the proposed Leaphart Road bridge replacement over I-26. Another purpose of the meeting will be to gather information from the public or any interested organization on historic or cultural resources in the area. The bridge replacement is proposed in order to upgrade the existing structure that is structurally deficient and to provide additional clearance over I-26. Engineering, Right-of-Way and Environmental personnel from the South Carolina Department of Transportation (SCDOT) will be available to answer questions.

Contact:

Additional information concerning the project may be obtained by contacting SCDOT Program Manager Kati Holland at 803-737-4755 in Columbia. Persons with disabilities who may require special accommodations should contact Ms. Lis Bleasdale at 803-737-1395.

SCDOT South Carolina Department of Transportation



South Carolina
Department of Transportation

SCDOT PUBLIC INFORMATION MEETING SIGN IN SHEET

Monday April 26 & Tuesday April 27, 2010

**PROPOSED I-20 INTERSTATE WIDENING PROJECT
Between I-77 & Spears Creek Church Road (Exit 82)
Project ID 0038122
RICHLAND COUNTY**

NAME *(please print)*

ADDRESS *(please print)*

NOTE: Information provided, including name and address, will be published and is subject to disclosure under the Freedom of Information Act.



Materials for Public Hearing

- I. PH Advertisement
- II. PH Sign In Sheet
- III. PH Formal Comment Sign Up Sheet
- IV. PH Comment Sheet
- V. PH Certificate of Combined Location and Design

PROPOSED S-62 (COLLEGE PARK ROAD) WIDENING PROJECT

Berkeley County

Public Hearing

Hearing:

Monday, November 15, 2010, between 5:00 p.m. and 7:00 p.m. in the Stratford High School Auditorium, located at 951 Crowfield Boulevard in Goose Creek, SC.

Purpose:

To provide an opportunity to review and discuss individually, with representatives from the South Carolina Department of Transportation (SCDOT) and Berkeley County, preliminary plans for the proposed widening of S-62 (College Park Road) from Savannah Road in Goose Creek to US 17A (North Main Street). This project will also include intersection improvements at US 17A/S-61 (Myers Road). The proposed improvements consist of widening College Park Road from a two lane ditch typical section to a five lane curb and gutter typical section which includes bike lanes and sidewalks. Another purpose of the hearing will be to gather information from the public or any interested organization on historic or cultural resources in the area.

Format:

From 5:00 p.m. until 6:00 p.m., the hearing format will be informal. Large aerial displays of the entire project will be available for viewing, and project team members from SCDOT will be present to discuss the project with interested citizens, on an individual basis.

At 6:00 p.m., SCDOT will make a brief, formal presentation in the auditorium about the project purpose and need, schedule, and potential natural and human impacts to the community. Immediately following the presentation, citizens will have the option to make formal, verbal comments regarding the proposed project. Anyone who wishes to verbally comment must sign up between 5:00 p.m. and 5:55 p.m. when entering the public hearing. Each comment will be limited to two minutes and may not be transferred. The informal portion of the public hearing will continue during this time.

Process:

Project details, including environmental documentation of the project's effects, will be provided. Maps and drawings of the proposed improvements will be available, and citizens may ask questions and provide comments regarding the possible social, economic and environmental effects of the project. Property owners and business owners on or near the project area are urged to attend.

Review:

Related maps and or drawings, environmental assessment, and other pertinent data will be available for public review at least 15 days prior to the public hearing, at the SCDOT District Six Office located at 6355 Fain Boulevard, North Charleston, SC, 29406 (843-740-1667); and the Beaufort County Construction Office located at 13 Munch Drive, Beaufort, SC, 29906 (843-524-7616). Additional information concerning the project may be obtained by contacting Program Manager Brent Rewis at 803-737-7903, in Columbia. Persons with disabilities who may require special accommodations should contact Ms. Lis Bleasdale at 803-737-1395.

South Carolina Department of Transportation
and Federal Highway Administration



South Carolina
Department of Transportation

SCDOT PUBLIC HEARING FORMAL COMMENT SIGN UP SHEET

Tuesday September 8, 2009

CAROLINA BAYS PARKWAY (SC 31) EXTENSION SC 544 TO SC 707 in HORRY COUNTY – Project ID 0036775

RULES FOR MAKING FORMAL COMMENTS

- You **MUST** sign below to speak. Your name will be called from this formal Public Hearing Comment Sign up Sheet.
- You will be given 2 minutes in which to make your comments. This time may not be transferred. No profanity or personal attacks are allowed.
- You will receive a signal when you have 30 seconds remaining. You will receive a second signal when the 2 minutes has expired.
- Formal portion will be recorded, however verbal comments will not be responded to in writing. If you would like to receive a written response, you must submit a written comment.

PLEASE PRINT NAME AND ADDRESS

NAME

ADDRESS

NOTE: Information provided, including name and address, will be published and is subject to disclosure under the Freedom of Information Act.



**SOUTH CAROLINA
DEPARTMENT OF TRANSPORTATION**

Columbia, South Carolina

Project No.: M0DL(030)

Road: U.S. Route 52/401

Project ID: 0029220

File No. 16.133B

CERTIFICATE OF COMBINED LOCATION AND DESIGN PUBLIC HEARING

This is to certify that on Thursday, August 21, 2008, between 5:00 p.m. and 7:00 p.m., a public hearing was held in the cafeteria of Darlington High School located at 525 Spring Street in the City of Darlington, Darlington County, South Carolina, as provided by 23 CFR 771.111(h). Economic and social effects of the project's location, its impact on the environment, and its consistency with the goals and objectives of area planning, as promulgated by the community, have been considered by the South Carolina Department of Transportation.

Environmental Project Manager

September 25, 2008

Public Hearing for the Proposed Widening and Improvements to US Route 52/401 in Darlington County, South Carolina

- Location:** The cafeteria of Darlington High School, located at 525 Spring Street in the City of Darlington, was selected because of its proximity to the project area and its convenient location. The room provided table space for displays and areas to accommodate written and verbal comments as well as handouts.
- Time:** The public hearing was held on Thursday, August 21, 2008, from 5:00 p.m. until 7:00 p.m.
- Handouts:** A brochure (see Appendix A) was presented to each attendee at the hearing. The booklet included a project description; as well as an appeal to those in attendance to comment. The booklet also contained a copy of "Highways and You" and a comment form.
- Displays:** Two sets of plans were displayed on two rows of tables to provide a more detailed description of the project. A designated area was used for comment forms and boxes for the responses. An area was arranged for recording equipment for verbal comments. A table labeled "Environmental" contained the environmental assessments of the project. Greeters at the sign-in table notified attendees that there were three ways to comment: (1) place your comment forms in the designated boxes, (2) have your comments recorded, and (3) mail in your comments.
- Personnel:** Those actively participating in the Public Hearing from the SCDOT included Tony Edwards, Michelle James, Christopher Gossett, and Mitchell Metts from Program Management; Ed Frierson, Lis Bleasdale, and Henry Phillips from Environmental; Phillip Bowers from RPG 2 Road Design; Mark Walker, Tammy Quick, and Barrie Frierson from Rights of Way; and Heather Ford, Jamie Poston, and Kyle Berry from the District Office. In addition, Patrick Tyndall from FHWA attended the meeting.
- Process:** The attendees were greeted and given the handouts, and the hearing format was briefly explained. They were then urged to comment, and directed to the appropriate person to have their questions answered. Department personnel were easily identified by white nametags. The displays were constantly manned, and if any attendee appeared to have questions, personnel sought them out to discuss the project or direct them to someone who could answer their questions. As everyone left, they were asked if they had any additional questions or comments and were urged to comment. They were also thanked for attending.
- Attendance:** Approximately 66 people were in attendance at the public hearing, and of this number approximately 19 were white females, 11 were black females, and 7 were black males. A copy of the sign-in sheets is included as Appendix B.
- Comments:** None of the attendees had comments recorded. Five written comments were received at the hearing and six comments were received during the 15 day comment period after the hearing. The comments and the Program Manager's responses are attached as Appendix C. A summary of these comments is attached as Appendix D.

Other Materials

- I. Public Involvement Checklist
- II. Letter of Intent
- III. Minority Media Outlets
- IV. Fluent Bi-lingual SCDOT Employees

PUBLIC INVOLVEMENT CHECKLIST

Please refer to the Public Involvement Policy for a more detailed explanation of the project tiers and any of the following responsibilities.

Date: _____

Program Manager:

Project:

Project ID:

Through coordination with the ESO it has been determined that the above referenced project falls within this applicable tier.

Tier 1
 Tier 2
 Tier 3
 Tier 4

TIER 1 PROJECT	
Public Information Meeting to be held?	<input type="checkbox"/> Yes, refer to PIM Checklist <input type="checkbox"/> No
Advertise for opportunity for PIM?	<input type="checkbox"/> Yes, advertisement should be prepared by Program Manager and submitted to ESO for review and publication. <input type="checkbox"/> No
If bridge closure, will a sign be placed at the bridge?	<input type="checkbox"/> Not a Bridge Replacement Project <input type="checkbox"/> Yes, responsibility of the Program Manager <input type="checkbox"/> No
TIER 2 PROJECT	
Will letters be sent to public officials?	<input type="checkbox"/> Yes, responsibility of the Program Manager <input type="checkbox"/> No
Public Information Meeting to be held?	<input type="checkbox"/> Yes, refer to PIM Checklist <input type="checkbox"/> No
Advertise for opportunity for a PIM?	<input type="checkbox"/> Yes, advertisement should be prepared by Program Manager and submitted to ESO for review and publication. <input type="checkbox"/> No

TIER 2 PROJECT (Continued)

If bridge closure, will a sign be placed at the bridge?

- Not a Bridge Replacement Project
- Yes, responsibility of the Program Manager
- No

Public Hearing to be held?

- Yes, refer to PH Checklist
- No

Advertise for opportunity for a PH?

- Yes, advertisement should be prepared by Program Manager and submitted to ESO for review and publication.
- No

TIER 3 or TIER 4 PROJECT

Required: Letter of Intent

- Responsibility of Program Manager

Will letters be sent to public officials?

- Yes, responsibility of the Program Manager
- No

What additional efforts will be done?

- Newsletter
- Hotline
- Social Networking Site
- Flyer
- Website
- FM Tuner
- Mailing
- Other

All additional efforts will be the responsibility of Program Manager or the Consultant. Provide any additional efforts to ESO for review.

Explain other additional efforts here:

Required: Public Information Meeting

- Responsibility of Program Manager, refer to PIM Checklist.

If bridge closure, will a sign be placed at the bridge?

- Not a Bridge Replacement Project
- Yes, responsibility of the Program Manager
- No

Required: Public Hearing

- Responsibility of Program Manager, refer to PH Checklist.

TIER 4 PROJECT

In addition to the requirements listed above, a custom public involvement plan will be completed.

PUBLIC INFORMATION MEETING CHECKLIST

PROGRAM MANAGER RESPONSIBILITIES

Please refer to the Public Involvement Policy for a more detailed explanation of the following Program Manager responsibilities.

- Coordinate with ESO regarding potential dates prior to scheduling PIM.
- Find facility for PIM with ample parking, adult chairs, and Americans with Disabilities Act (ADA) accessible.
- If facility requires a "Certificate of Insurance," contact the Insurance Reserve Fund by e-mailing Athena Westernen (awesteren@irf.sc.gov). You must provide the name and address of the representative that the Certificate needs to be sent to.
- Coordinate with ESO regarding publication of advertisement through minority media outlets, if applicable.
- Draft newspaper advertisement and send to ESO for review and publication at least 21 days prior to publication date. Ad should be published a minimum of 15 calendar days prior to PIM.
- Confirm that ESO has updated SCDOT website with PIM information.
- Place physical signs advertising PIM at project location.
- Arrange for police presence.
- Provide list of right-of-way agents and district personnel attending PIM to ESO.
- Use templates provided to develop sign in sheets and comment forms. Provide to ESO for review prior to printing them for PIM.
- Provide PIM handout to ESO for review prior to printing.
- Arrange for a minimum of two sets of displays.
- Provide opportunity for ESO and FHWA representative to review proposed displays.
- Arrange for SCDOT translator, if applicable.
- Coordinate staffing of PIM with ESO.
- Have a plan as to where any organizations not affiliated with SCDOT can be located.
- Audio/Video equipment (microphones, projector, screen, etc.), if required.
- Provide ESO with list of e-mail addresses for elected officials in project area.

PUBLIC INFORMATION MEETING CHECKLIST

ESO RESPONSIBILITIES

Please refer to the Public Involvement Policy for a more detailed explanation of the following ESO responsibilities.

- Coordinate with Program Manager regarding potential dates.
- Review draft newspaper ad and send for publication. Include any minority media outlets if applicable. Ad should be published a minimum of 15 calendar days prior to PIM.
- Update SCDOT website with PIM information.
- Review sign-in sheets, comment forms and handouts provided by Program Manager prior to printing.
- Review proposed displays.
- Coordinate staffing arrangements with Program Manager.
- Prepare name badges for any right-of-way agents and/or district personnel planning to attend.
- Directional signs for parking and identification of entrance must be used.
- A recording device must be available to record verbal comments.
- Send Project Notification Letter to local elected officials.

PUBLIC HEARING CHECKLIST PROGRAM MANAGER RESPONSIBILITIES

Please refer to the Public Involvement Policy for a more detailed explanation of the project tiers and any of the following responsibilities.

- Coordinate with ESO regarding potential dates prior to scheduling PH.
- Find facility for PH with ample parking, adult chairs, a separate area for the formal portion of the PH, audio/visual compatible and Americans with Disabilities Act (ADA) accessible.
- If facility requires a "Certificate of Insurance," contact the Insurance Reserve Fund by e-mailing Athena Westen (awesteren@irf.sc.gov). You must provide the name and address of the representative that the Certificate needs to be sent to.
- Coordinate with ESO regarding publication of advertisement through minority media outlets, if applicable.
- Draft newspaper advertisement and send to ESO for review and publication at least 21 days prior to publication date. Ad **must** be published a minimum of 15 calendar days prior to PH.
- Confirm that ESO has updated SCDOT website with PH information.
- Place physical signs advertising PH at project location.
- Arrange for police presence.
- Provide list of right-of-way agents and district personnel attending PH to ESO.
- Use templates provided to develop sign in sheets, sign-up sheets and comment forms. Provide to ESO for review prior to printing them for PH.
- Provide PH handout to ESO for review prior to printing.
- Arrange for a minimum of two sets of displays.
- Provide opportunity for ESO and FHWA representative to review proposed displays.
- Arrange for SCDOT translator, if applicable.
- Confirm that ESO has arranged for a court reporter.
- Coordinate staffing of PH with ESO, including Public Hearing Officer.
- Have a plan as to where any organizations not affiliated with SCDOT can be located.
- Audio/Video equipment (microphones, projector, screen, etc.).
- Provide ESO with list of e-mail addresses for elected officials in project area.

PUBLIC HEARING CHECKLIST

ESO RESPONSIBILITIES

Please refer to the Public Involvement Policy for a more detailed explanation of the project tiers and any of the following responsibilities.

- Coordinate with Program Manager regarding potential dates.
- Review draft newspaper advertisement (provided by PM) and send out for publication. Include any minority media outlets if necessary. Ad **must** be published at least 15 calendar days prior to PH.
- Update SCDOT website with PH information.
- Arrange for Court Reporter to attend PH
- Review sign-in sheets, sign-up sheets, comment forms and handouts provided by Program Manager prior to printing.
- Review proposed displays.
- Coordinate staffing arrangements with Program Manager, including Public Hearing Officer.
- Prepare name badges for any right-of-way agents and/or district personnel planning to attend.
- Ensure several sets of the EA Document are available for viewing at PH
- Directional signs for parking and identification of entrance must be used.
- A recording device must be available to record verbal comments.
- Send Project Notification Letter to local elected officials.



South Carolina
Department of Transportation

August 2, 2011

Electronic Correspondence - In an effort to save resources and expedite delivery you are receiving this document in an electronic format. Please consider the environment before printing.

Re: US-301 Bridge Replacement over Little Pee Dee River in Dillon County, South Carolina, PIN: 39107_RD01, File No. 17.039107

Dear Sir/Madame,

The South Carolina Department of Transportation (SCDOT) plans to replace the US-301 Bridge over Little Pee Dee River, located approximately one mile east-northeast of the City of Dillon in the north central portion of Dillon County, South Carolina (see enclosure). The proposed project would involve the replacement of the existing US-301 Bridge over Little Pee Dee River with a new bridge and associated roadway approach improvements. It is anticipated that the new bridge structure would be built on the existing roadway alignment and traffic would be temporarily detoured to existing roadways. As an integral part of the environmental process, SCDOT is soliciting input from agencies concerning the potential social, economic and environmental impacts of the proposed project on the area. Environmental documentation will be prepared reflecting the benefits and impacts for the proposed project, in accordance with regulations of the Federal Highway Administration (FHWA) and National Environmental Policy Act (NEPA). It is anticipated that the project will be processed as a Categorical Exclusion (CE-C) in accordance with FHWA and NEPA regulations, as significant environmental impacts are not anticipated as a result of the proposed project.

The existing US-301 Bridge over Little Pee Dee River was built in 1941 and has a sufficiency rating of 49.1 out of 100, classifying the structure as structurally deficient and functionally obsolete. The existing bridge is 510 feet in length and 37.8 feet in width and consists of seventeen 30-foot spans of cast-in-place concrete supported on pre-stressed concrete piles. The width of the existing roadway approaches, including shoulders, is 48 feet.

The project is needed to replace an existing bridge that has been deemed structurally deficient and functionally obsolete by the SCDOT. The roadway is an important part of the local transportation system and is used as a parallel route to the east of Interstate 95. Existing (2010) traffic volumes for the section of US-301 Road within the project area (between S-40 and S-61) are approximately 5,200 vehicles per day (vpd). Design alternatives and the most appropriate and effective method for improving safety and congestion along the roadway are currently being evaluated.

To ensure that issues of the proposed project are fully evaluated, SCDOT requests your written response concerning any beneficial or adverse impacts of the project relating to the interest of your agency. SCDOT looks forward to receiving your comments on the project within 30 days of the receipt of this letter.



August 2, 2011

Page 2

Comments should be sent to the address below or you may send them via electronic reply to phillipsmh@scdot.org:

Mr. Henry Phillips
South Carolina Department of Transportation
Environmental Management Office, Room 509
Post Office Box 191
Columbia, SC 29202

Your expeditious handling of this notice will be appreciated. Should you have any immediate questions, please contact me at 803-737-1872.

Sincerely,



Henry Phillips
Environmental Project Manager

MHP:mhp

Enclosure

cc: Tyke Redfearn, P.E., Project Manager

File:Env/mhp



Client:



Project:

US 301
BRIDGE REPLACEMENT
OVER
LITTLE PEE DEE RIVER
DILLON COUNTY, SC
SCDOT PIN: 39107_RD01

Title:

SITE LOCATION MAP

Ref. SCDOT Data by County,
Dillon County, SC (2009)



Dillon County, SC

Checked By: ***

Drawn By: AWN

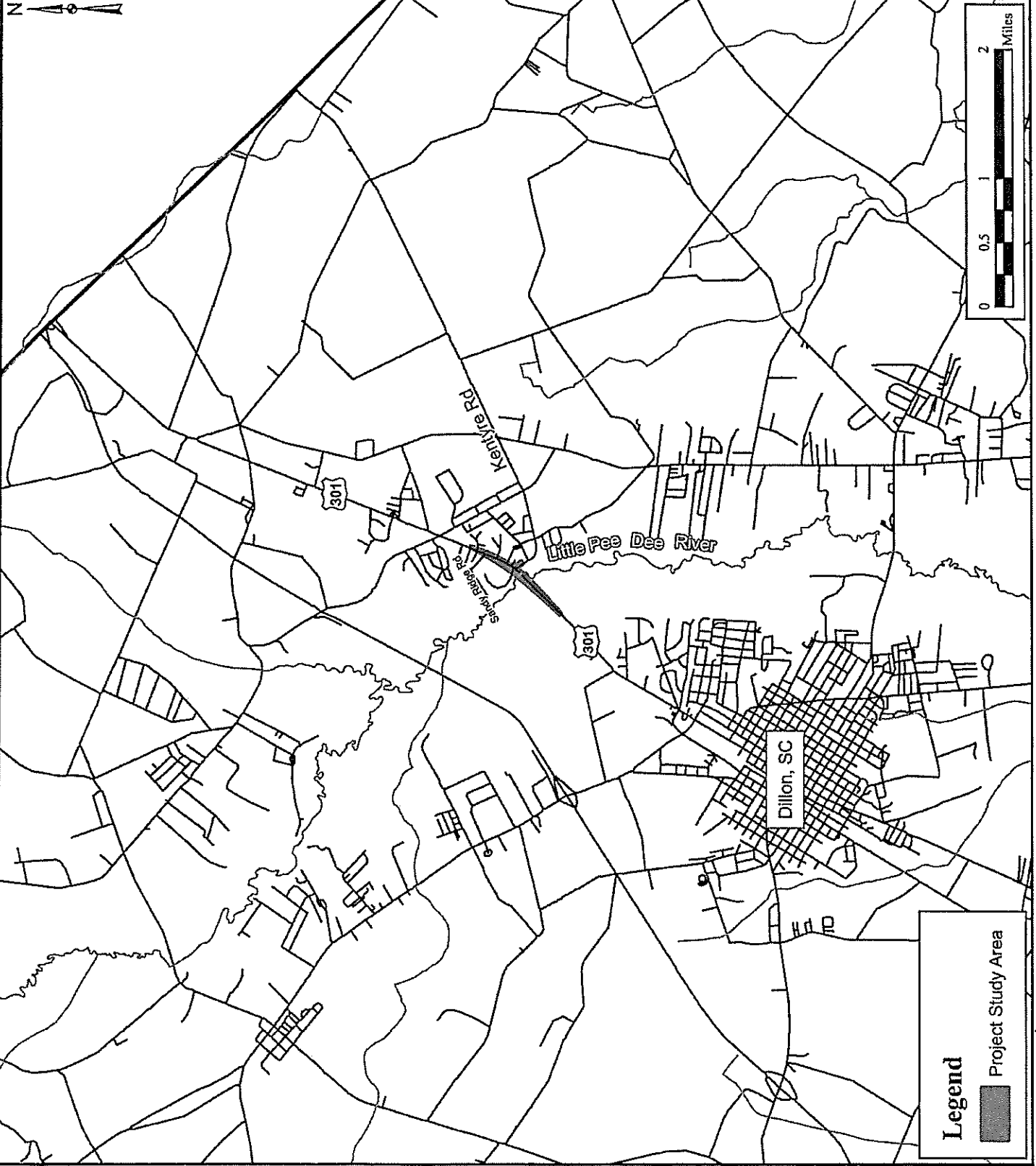
Approved By: ***

Date: 7/6/2011


STV/RWA Project No. 2515159

STV/RWA Project No. 2515159

FIGURE 1



Legend

 Project Study Area

Minority Media Outlets

The following list consists of minority media outlets as a strategy to reach the traditionally underserved traveling public.

Radio

	Area	Region	Demographic	Language
WSSB 90.3 FM	Orangeburg	Midlands	African American	English
WWWZ 93.3 FM	Charleston	Low Country	African American	English
WPAL 100.9 FM	Charleston	Low Country	African American	English
WDAI 98.5 FM	Myrtle Beach	Pee Dee	African American	English
WXBT 100.1 FM	West Columbia	Midlands	African American	English
WLVH 101.1 FM	Hardeeville	Low Country	African American	English
WWDM 101.3 FM	Sumter/Columbia	Midlands	African American	English
WMGL 101.7 FM	North Charleston	Low Country	African American	English
WQKI 102.9 FM	Orangeburg	Midlands	African American	English
WHXT 103.9 FM	Columbia	Midlands	African American	English
WYNN 106.3 FM	Florence	Pee Dee	African American	English
WASC 1530 AM	Spartanburg	Upstate	African American	English
WGVL 1440 AM	Greenville	Upstate	Hispanic	Spanish
WBLR 1430 AM	Batesburg	Midlands	Hispanic	Spanish
WAZC 98.9 FM	McClellanville	Low Country	Hispanic	Spanish

Newspaper

	Area	Region	Demographic	Language
The Gullah Sentinel	Beaufort	Low Country	African American	English
South Carolina Black Media Group	Columbia	Midlands/Statewide	African American	English
The Charleston Chronicle	Charleston	Low Country	African American	English
Community Times Dispatch	Walterboro	Low Country	African American	English
Latino	Greenville	Upstate	Hispanic	Spanish
Vida Latina	Mt. Pleasant	Low Country	Hispanic	Spanish

FLUENT BI-LINGUAL EMPLOYEES

HEADQUARTERS				
NAME	EMPLOYEE #	OFFICE/TELEPHONE	SUPERVISOR/ TELEPHONE	LANGUAGE
Aly Hussein	49419	Res. & Mat. Lab (803) 737-6687	Merrill Zwanka (803) 737-6694	Arabic [oral and written]
Margaret Liu	59795	IT Services (803) 737-3508	Maceo Morris (803) 737-1776	Chinese (Mandarin and Cantonese) [oral and written]
Dipak Patel	49806	Dep. State Highway Engr. Safety (803) 737-5028	Tony Chapman (803) 737-7900	Gujarat, Kuchi, Swahili, Hindu [oral and written]
Lee Tsiantis	52000	Dir. Of Maintenance (803) 737-1698	Mark Hunter 803-737-1269	Greek [oral and written]
Rose Marie Bates	62762	Human Resources (803) 737-1730	Mary Gail Chamblee (803) 737-1321	Greek [oral and written]
Moncie J. Li	62910	RPG 4- Upstate (803) 737-1313	Tony Cooper (803) 737-6392	Chinese [oral and written]
Julie P. Barker	60022	RPG 3- Midlands (803) 737-1751	Randall Young (803) 737-1365	French [oral and written]
David Castro	61997	IT Services (803) 737-1066	Lee Foster (803) 737-1044	Spanish [oral and written]
Nathalia Rodriguez	62856	RPG 2 - Pee Dee (803) 737-2278	Wilson Elgin (803) 737-1173	Spanish [oral and written]
Bonnie Cramer	59340	Communications (803) 737-0250	Pete Poore (803) 737-1063	Spanish, Dutch
James M. Cooper	63920	Office of Business Dev. & Special Programs (803) 737-6429	Paula Hollis (803) 737-1663	Spanish [oral and written]
Binh T. Nguyen	57693	Traffic Engineering Intersection	Stephan E. Hall (803) 737-2083	Vietnamese [oral and written]

		Improvement Unit (803) 737-1740		
Douglas Giovanetti	62955	Traffic Engineering (803) 737-0417	Joe Sease (803) 737-1460	Portuguese [oral]
Wendy Gao	62508	Information Technology Services (803)737-1054	Kem Dempsey (803) 737-1054	Chinese (Mandarin) [oral and written]
David Burgess	59026	Planning (803) 737-0625	Doug Frate (803) 737-1436	Spanish [oral]

DISTRICT #1				
NAME	EMPLOYEE #	OFFICE/TELEPHONE	SUPERVISOR/ TELEPHONE	LANGUAGE
Joes L. Almeida	61454	Lexington Maintenance (803) 359-4103	John Amaker (803) 359-4103	Portuguese
Sally Evans	46123	Aiken Maintenance (803) 641-7665	Kevin Oglesby (803) 641-7665	Spanish [oral]

DISTRICT #6

NAME	EMPLOYEE #	OFFICE/TELEPHONE	SUPERVISOR/ TELEPHONE	LANGUAGE
Jeff Rajabi	43690	Charleston Bridge Construction (843) 740-1574	David Glenn (843) 740-1666	Persian (Farsi) [oral and written]
Antonia E. Ragos	53188	Colleton Bridge Construction (843) 740-1574	David Glenn (843) 740-1666	Phillipino [oral and written]

