



*RICHLAND COUNTY OFFICE OF SMALL BUSINESS OPPORTUNITY*  
2000 Hampton Street, Suite 3014  
Columbia, SC 29204



## Transportation Penny Advisory Committee Report

OSBO  
Manager's Report

SEPTEMBER 28,  
2020



**1. Executive Summary:**

This report is submitted pursuant to Ordinance (s) 049-13HR and 058-16HR to ensure that the OSBO team provides support to the County to ensure that the SLBE has equal opportunity to participate in County contracts for all six (6) Industry Categories.

Primary Industry Category					
Construction Services	Professional Services	Non-Professional Services	Engineering Services	Architectural Services	Wholesale Operations

**2. Purpose:**

The purpose of this report is to manage the ongoing requirements of the Ordinance(s), and ensuring payment to contracted SLBEs.

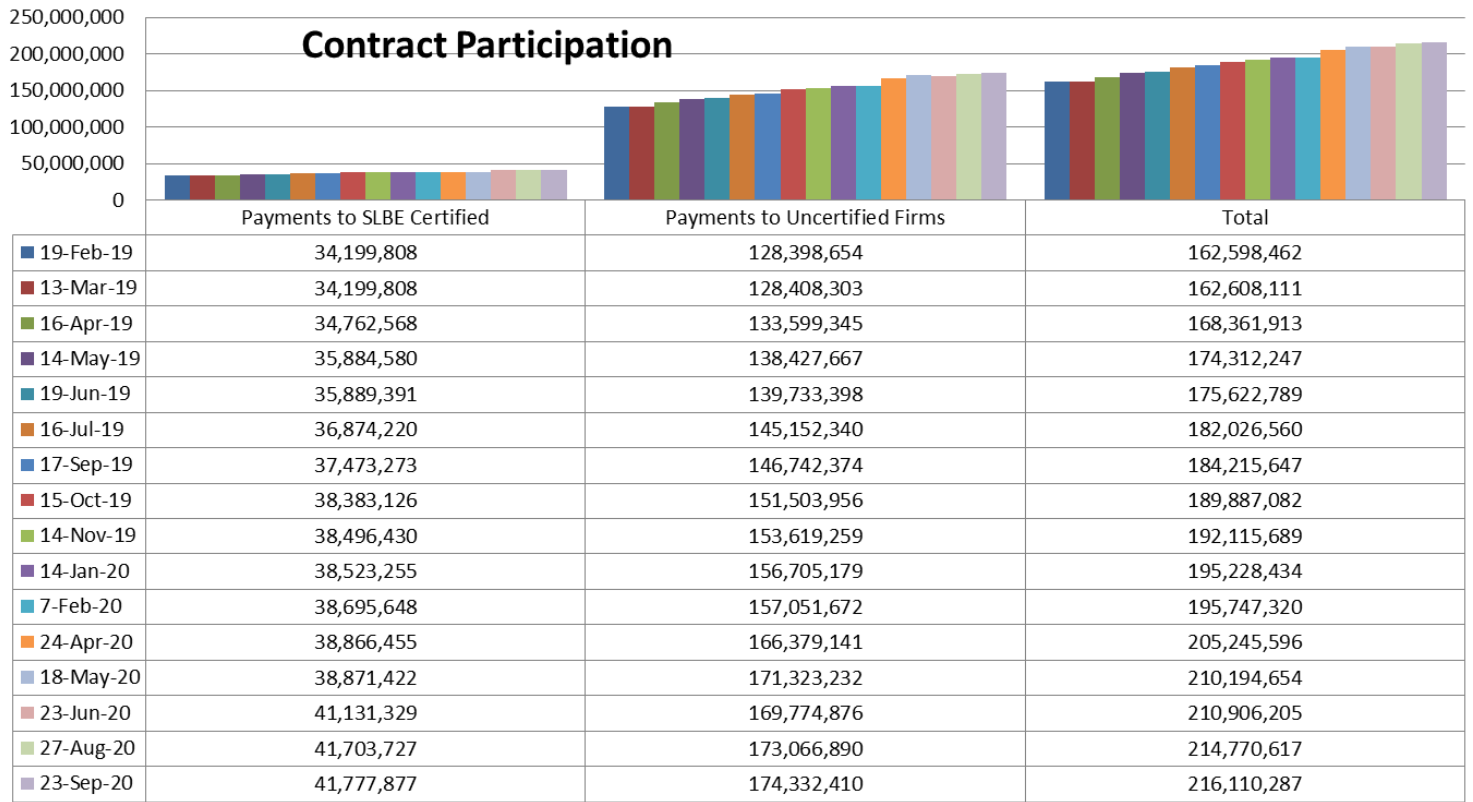
**3. Office of the Small Business Opportunity Cross Functional Team**

Team Matrix		
Name	Department	Title
<i>Christine Keefer</i>	<i>GCS</i>	<i>GCS Director</i>
<i>Michael Niermeier</i>	<i>Transportation</i>	<i>Director of Transportation</i>
Erica Wade	OSBO	Manager of OSBO
Michelle Rosenthal	OSBO	Business Development Coordinator
Bryant Davis	GCS	Asst. Director of GCS
Cheryl Cook	OSBO	Assistant Manager of OSBO
Jennifer Wladischkin	Procurement	Manager of Procurement
Yolanda Davis	Procurement	Contract Specialist
Allison Steele	Transportation	Deputy Director
Alicia Aull	Transportation	Senior Accountant
Nathaniel Miller	Transportation	Contract & Budget Manager

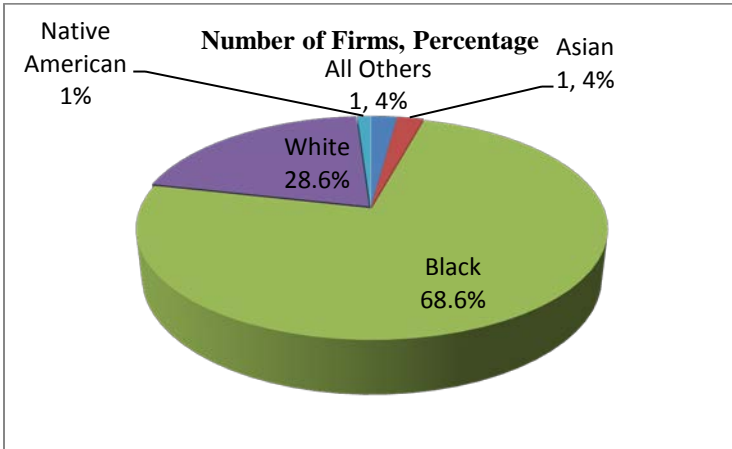
**4. Goal Setting Committee (GSC)**

Team Matrix		
Name	Department	Title
Erica Wade	OSBO	Manager of OSBO
Project Managers	Transportation	Project Manager
Michele Rosenthal	OSBO	Business Development Coordinator
Margaret Jones	OSBO	Certification & Compliance Specialist
Jennifer Wladischkin	Procurement	Manager of Procurement
Vacant	Transportation	Estimator

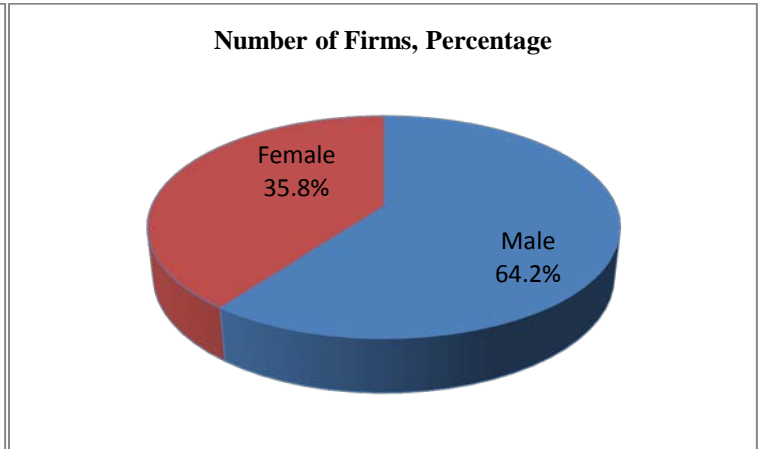
## 5. Analysis:



### SLBE Firms by Ethnicity

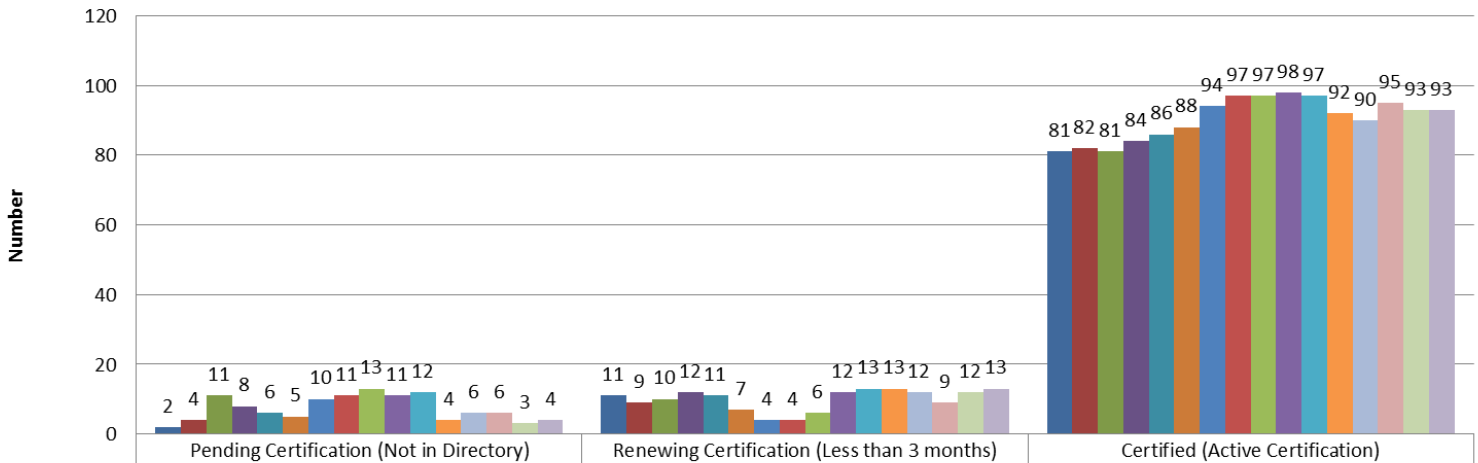


### SLBE Firms by Gender



## Contract Participation: February 19, 2019-September 23, 2020\*

### SLBE Certified Firm Status



	Pending Certification (Not in Directory)	Renewing Certification (Less than 3 months)	Certified (Active Certification)
19-Feb-19	2	11	81
13-Mar-19	4	9	82
17-Apr-19	11	10	81
14-May-19	8	12	84
18-Jun-19	6	11	86
16-Jul-19	5	7	88
17-Sep-19	10	4	94
15-Oct-19	11	4	97
14-Nov-19	13	6	97
15-Jan-20	11	12	98
7-Feb-20	12	13	97
23-Apr-20	4	13	92
18-May-20	6	12	90
23-Jun-20	6	9	95
27-Aug-20	3	12	93
23-Sep-20	4	13	93

**PDT SLBE GOAL PARTICIPATION UPDATE 2018-2020**

Project Name	Sheltered Market	SLBE Goal	DATE
2017 Dirt Roads Package H/I	No	4.05%	February 6, 2018
2017 Dirt Roads Package G	Yes	100%	February 22, 2018
2018 Resurfacing Project Package O	No	0%	March 2, 2018
Resurfacing Project Package P	No	0%	May 7, 2018
Sidewalk Package S-8	Yes	100%	April 19, 2018
Pedestrian Improvements at Intersections	No	12%	July 3, 2018
2018 Sidewalks – Koon Rd. & Farmview St.	Yes	100%	July 18, 2018
2016 PDT Sidewalks-Clemson Road	Yes	100%	October 2, 2018
2018 Richland County Dirt Roads Package I	No	5.95%	October 19, 2018
SERN NIP	No	17.3%	November 15, 2018
2018 Richland County Dirt Roads Project 7 Road Group	No	11%	December 31, 2018
OET Sidewalks – Polo Road	No	25%	January 17, 2019
Sidewalk Package S-11	No	22%	January 28, 2019
Richland County Resurfacing Package Q	No	0%	February 26, 2019
North Springs and Harrington Intersection Improvements	No	15%	March 13, 2019
Greene Street Widening-Phase II	No	16%	April 9, 2019
Atlas Road Widening Project	No	14%	April 4, 2019
2019 Resurfacing Package R	No	0%	April 17, 2019
Lakeside Subdivision (Incl. Sienna Dr.) Resurfacing	No	3%	August 1, 2019
2016 PDT Sidewalk – Clemson Road	Yes	100%	July 22, 2019
Decker Woodfield NIP-Faraway Drive Sidewalk (Resubmitted 09/15/20)	No	25%	September 15, 2020
Green Street Phase II	No	8.1%	September 18, 2019
Sidewalk-Harrison Rd	No	19%	September 24, 2019
2019 Richland County Dirt Road Package K	No	23%	October 17, 2019
Lakeside at Ballentine Resurfacing (Non-Transportation)	No	3%	August 1, 2019
Knollwood and Planters Drainage Improvement	Yes	100%	January 21, 2020
Miles Rd/3Bears Road Intersection Resurfacing	No	18%	February 27, 2020
Riverwalk Way and Stockland Road Resurfacing	No	34%	February 28, 2020

**6. Department Outlook:**

- i. Facilitating increase in County wide SLBE utilization in County wide contracts
  - OSBO staff is continuing to collaborate with RC Directors to identify current vendors to become certified SLBEs
- ii. Continue review of Transportation Penny SLBE Contractual Compliance

**• Business Development**

- i. OSBO Website Highlights
- ii. Highlighted Article
  - Featured Story
    - Clarrisa’s Kitchen and Catering, LLC
- iii. Participated in weekly conference call with Richland Library Business and Career Partners virtual meeting, Aug 10
- iv. Monitor and respond to daily emails and voicemails
- v. Participated in 4 virtual site visits, Aug-Sep
- vi. Participated in Congressman Joe Wilson call with US Small Business Administration on Aug 6
- vii. Assisted with GCS Department mask packaging, Aug 12-13
- viii. Participated in Combined Northeast Connection & Small Business Breakout virtual meeting, Aug 18

- ix. Coordinated and participated in the thermometers hand-outs for SLBE/ESLBEs, Aug 18
- x. Participated in Columbia Chamber - Military Outreach Group virtual meeting, Aug 25
- xi. Coordinated and participated in OSBO virtual training, Aug – Sep
- xii. Participated in Procurement/Transportation Meeting, Sep 2
- xiii. Participated in B2GNow virtual software update training, Sep 18

**2020 Office of Small Business Opportunity Workshops**

<b>Title of Workshop/Event</b>	<b>Date</b>	<b>No. Attended</b>
Procurement Resource Summit	Jan 9	120
Understanding Financial Statements	Jan 30	40
Contract and Collection Law	Feb 12	20
Understanding Business Taxes	Mar 10	20
<b>CANCELLED</b> - Social Media Visibility for Small Businesses	Apr 7	
Making the Cut – How to Prepare Financially	Jun 8	37
Can We Talk? Eliminating Mental Health Barriers (Virtual)	Jun 25	32
<b>CANCELLED</b> - Growth, Future Opportunities, and Long Term Success	Jul 14 & 21	
Diversity, Equity and Inclusion Summit: The Roadmap to Leveraging Resources and Opportunities (Virtual)	Sep 10	87

- **Certification and Compliance**

- i. Completed six (6) renewals. There are four (4) certification pending
- ii. Participate in weekly conference meeting calls
- iii. Monitor and respond to daily emails and voicemails
- iv. Completed one (1) Virtual Site Visit (August 14, 2020)
- v. Contacted and sent renewal notices to SLBEs
- vi. Attend the Greater Blythewood Chamber of Commerce Meeting (8/27/2020)
- vii. Completed (one) Virtual Site Visit (September 3, 2020)
- viii. Attend: BCWC Virtual Launch Ceremony (September 2, 2020),
- ix. Diversity, Equity and Inclusion (September 10, 2020)