



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



## Transportation Penny Advisory Committee Report

OSBO  
Manager's Report

MAY 18  
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.

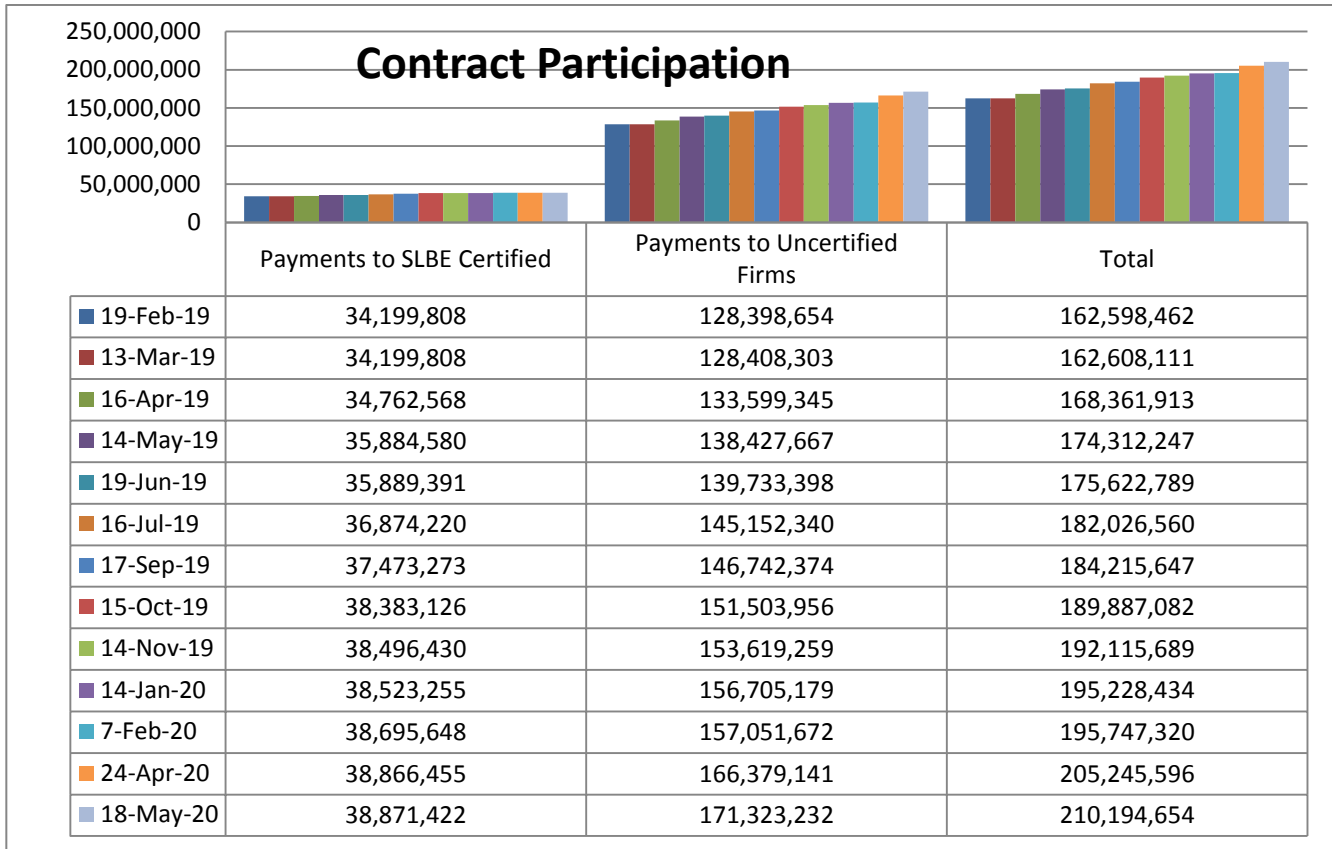
**3. Office of the Small Business Opportunity Cross Functional Team**

| 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         |

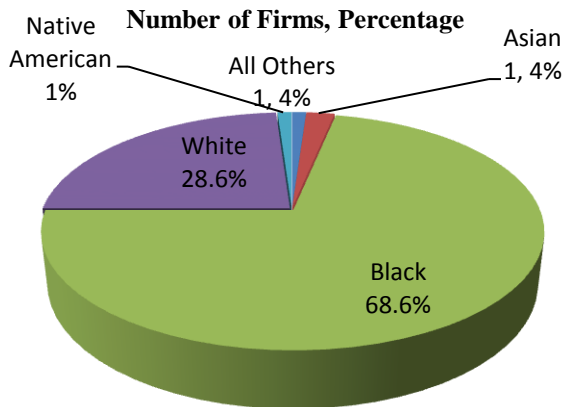
**4. Goal Setting Committee (GSC)**

| 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:

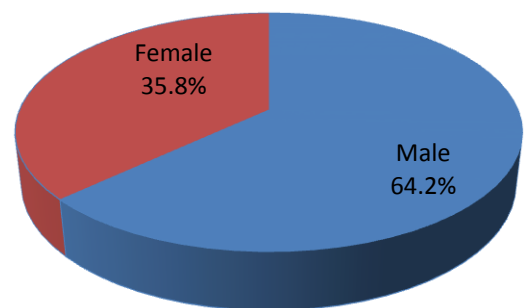


### SLBE Firms by Ethnicity



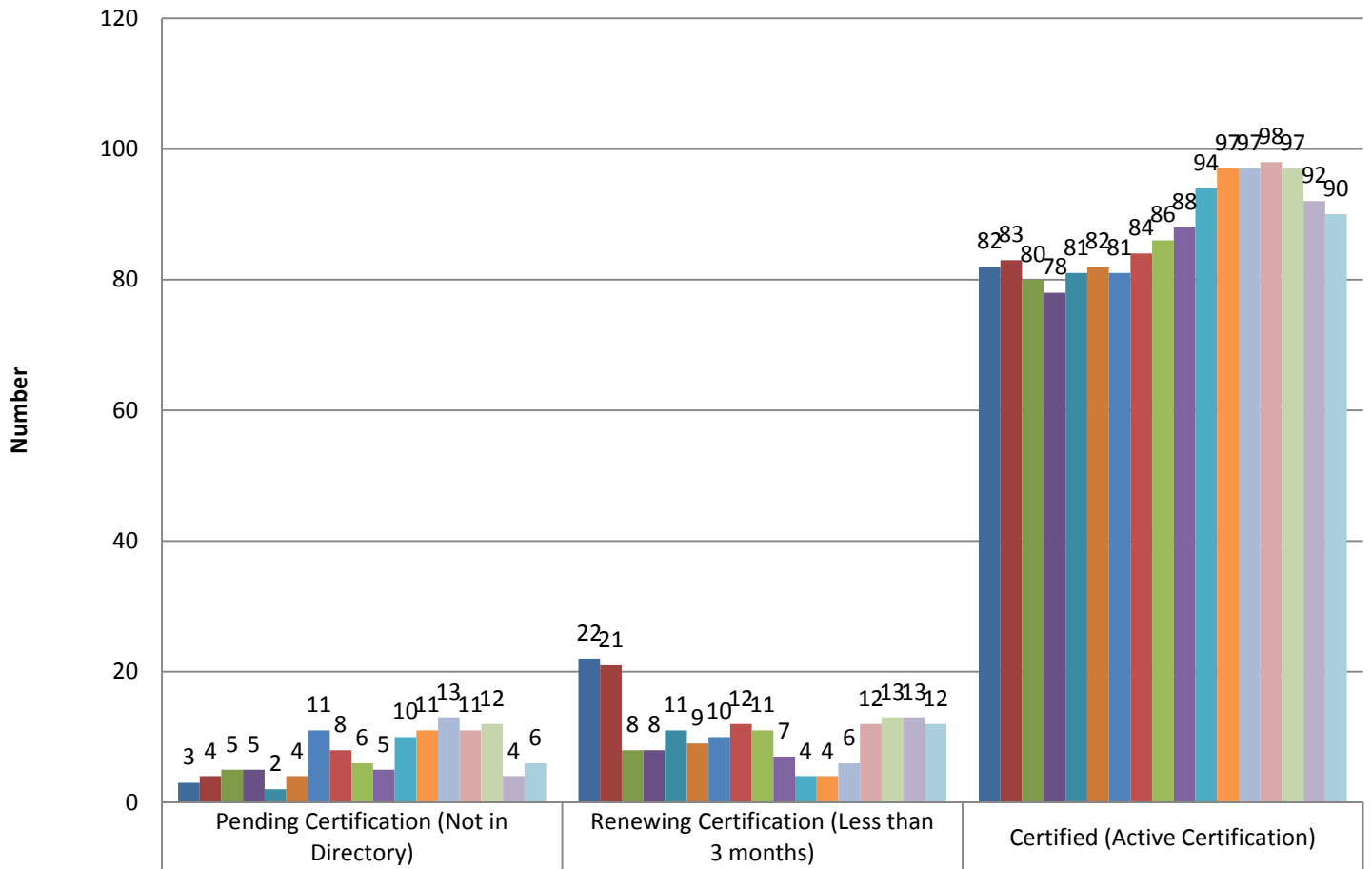
### SLBE Firms by Gender

Number of Firms, Percentage



**Contract Participation: January 1, 2012-May 18, 2020\***

**SLBE Certified Firm Status**



| Date      | Pending Certification (Not in Directory) | Renewing Certification (Less than 3 months) | Certified (Active Certification) |
|-----------|--|---|----------------------------------|
| 17-Sep-18 | 3  | 22  | 82                               |
| 9-Oct-18  | 4  | 21  | 83                               |
| 15-Nov-18 | 5  | 8   | 80                               |
| 15-Jan-19 | 5  | 8   | 78                               |
| 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                               |

**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             | No               | 33%       | July 18, 2019      |
| 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
  - a. Featured Story
  - b. No Smell
- iii. Update OSBO Website
- iv. Participated in the B2GNow Webinar Training, May 11-22, 2020
- v. Participate in weekly conference call with Richland Library Business and Career Partners
- vi. Monitor and respond to daily emails and voicemails
- vii. Reviewed Richland County Covid-19 grant applications

## 2020 Office of Small Business Opportunity Workshops

| Title of Workshop/Event   | Date        | No. Attended |
|---|-------------|--------------|
| Procurement Resource Summit   | Jan 9       | 120          |
| Understanding Financial Statements  | Jan 30      | 40           |
| Contract and Collection Law   | Feb 12      | 20           |
| Business Taxes  | Mar 3       |              |
| <b>POSTEDPONE</b> The Importance of Social Media & How it Effects Your Business | Apr 7       | Cancelled    |
| Making the Cut – How to Prepare Financially                                     | Jun 8       |              |
| Growth, Future Opportunities, and Long Term Success                             | Jul 14 & 21 |              |
| Inclusion and Equality  | Sep 9       |              |

- **Certification and Compliance**

- Projects Completed

- i. Completed two (2) renewals. There are three (6) certification pending
    - ii. Participated in the B2GNow Webinar Training, May 11-22, 2020
    - iii. Participate in weekly conference call with Richland Library Business and Career Partners
    - iv. Monitor and respond to daily emails and voicemails
    - v. Reviewed Richland County Covid-19 grant applications