

South Carolina Division of Small and Minority Business Contracting and
Certification
MBE (Quarterly) Progress Report

Quarterly Report Period: [] Through []

Agency Name: [] Telephone Number: []

Prepared By: [] Title: [] Date: []

I. Funds Expended (Report only those funds over which your agency exercised final approval authority)

a. Total dollar value of funds expended during quarter: []

b. Total dollar value of awards made to certified minorities: []

c. Dollar goal established for reporting quarter: []

II. Bid Information

a. Number of solicitations made to certified minorities: []

b. Number of responses received from certified minorities: []

c. Number of awards made to certified minorities: []

III. Construction and/or Renovation

a. Number of contracts awarded under \$10,000: []

b. Number of contracts awarded over \$10,000: []

c. Number of solicitations made to certified minorities: []

d. Number of responses received from certified minorities: []

e. Number of awards made to certified minorities: []

f. Number of construction/renovation subcontracts made to certified minorities: []

IV. Comments

[]

Note: Section I(a)(c) should be completed even if there is no activity during quarter with minorities.

SMBCC-100 (revised 7/14/15)

Quarterly M/WBE Utilization Data Report (UDR):

(Remember to submit a completed UDR form per quarter)

Agency Name:

Contact Name:

Contact Telephone:

Reporting Period:

FY:

Quarter:
(ex.: 1st, 2nd, 3rd or 4th)

CODES:

- 01- African American Male
- 02- African American Female
- 03- Caucasian Female
- 04- Hispanic (Male & Female)
- 05- DOT Certified African American Males & Females
- 06- DOT Certified Caucasian Females
- 07- Native American (American Indians, Eskimos, Aleutians & Native Hawaiians)
- 08- SBA Certified (All Vendors)
- 09- All Others * (Asian Pacific Americans)

Quarterly Total Controllable Dollars:			
Quarterly MBE Total Expenditures (01, 02 & 05)	<input style="width: 100%;" type="text"/>	Total Contracts Awarded to MBE	<input style="width: 100%;" type="text"/>
Quarterly WBE Total Expenditures (03 & 06)	<input style="width: 100%;" type="text"/>	Total Contracts Awarded to WBE	<input style="width: 100%;" type="text"/>
Quarterly Other Total Expenditures (07, 08, 09*)	<input style="width: 100%;" type="text"/>	Total Contracts Awarded to Others	<input style="width: 100%;" type="text"/>
Quarterly Hispanic Expenditures (04)	<input style="width: 100%;" type="text"/>	Total Contracts Awarded to Hispanic	<input style="width: 100%;" type="text"/>
Quarterly Total (MBE, WBE & Other Expenditures)	<input style="width: 100%;" type="text"/>	Total Number of Contracts Awarded	<input style="width: 100%;" type="text"/>

**Certified MBE
(Quarterly)
Procurement Information**

Agency: _____ Phone: _____

Quarterly Report Period: _____ Through: _____

Prepared by: _____ Title: _____ Date: _____

Name and Address of Business or Individual:	Telephone:	Commodity or Service:	Date Awarded:	Amount Awarded:	Certification No.:
_____ _____ _____ _____	_____	_____	_____	_____	_____
_____ _____ _____ _____	_____	_____	_____	_____	_____
_____ _____ _____ _____	_____	_____	_____	_____	_____
_____ _____ _____ _____	_____	_____	_____	_____	_____
_____ _____ _____ _____	_____	_____	_____	_____	_____

Please see web site for certification numbers smbcc.sc.gov

Note: Expenditures can be consolidated if a vendor is used more than once during quarter.
SMBCC-101(revised 7/14/15)

Quarterly MBE Forms