



# CITY OF COLUMBIA

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

## **MENTOR PROTÉGÉ PROGRAM Quarterly Progress Report**

**Mentor** \_\_\_\_\_

**Protégé** \_\_\_\_\_

**Quarter** \_\_\_\_\_ Quarterly Report due the 10<sup>th</sup> of January (1<sup>st</sup> Q),  
April (2<sup>nd</sup> Q), July (3<sup>rd</sup> Q), October (4<sup>th</sup> Q)

**Project (if applicable)** \_\_\_\_\_

**1. What is the status of the team? Identify progress of the MPP Annual Business Plan.**

---

---

---

---

**2. What quantitative goals of the business plan were agreed to previously and what were the results? Are goals being achieved? (See # 3 on Annual Business Plan)**

---

---

---

---

**3. What actions need to be completed next to move toward reaching quantitative goals of the Annual Business Plan?**

---

---

---

---

**4. Is any additional assistance needed from City of Columbia?**

---

---



# CITY OF COLUMBIA

**Department of Utilities and Engineering**  
**Compliance Division**  
 P.O. Box 147 | Columbia, South Carolina 29217  
 Phone: 803-545-3049 Fax: 803-545-4130

**5. If working on a MPP project, is the Scope of Work completed for the period? \_\_\_\_\_**  
**(if no, please explain)**

---



---



---

**6. If working on a MPP project, is the performance conforming to the Annual Business Plan? \_\_\_\_\_ (if no, please explain)**

---



---



---

**7. Additional information relevant to the Annual Business Plan, MPP Agreement, or compliance with the City of Columbia Subcontractor Outreach Program.**

---



---



---

**8. List other projects that the team is currently working on outside of a City of Columbia contract.**

PROJECT	TYPE OF WORK	CLIENT NAME	DATE TO BE COMPLETED	CONTRACT AMOUNT



# CITY OF COLUMBIA

Department of Utilities and Engineering  
Compliance Division  
P.O. Box 147 | Columbia, South Carolina 29217  
Phone: 803-545-3049 Fax: 803-545-4130

This Quarterly Report was completed on \_\_\_ day of, 20\_\_\_ with the collaboration of **BOTH** the Mentor and the Protégé. (Both authorized signatures required)

\_\_\_\_\_  
Mentor Signature

\_\_\_\_\_  
Protégé Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved:  
City of Columbia, Department of Utilities & Engineering, Compliance Division.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_