



Transportation Enhancement Program 2011 Project Sponsor Workshop

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Tammy Mancinelli

Compliance Coordinator

Civil Rights Division

DBE Program Requirements

Purpose of the DBE Program

- **To ensure nondiscrimination in the award and administration of DOT-assisted contracts in the Department's highway, transit, and airport financial assistance programs**
- **To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts**
- **To ensure that the Department's DBE program is narrowly tailored in accordance with applicable law**

DBE Program Requirements

DBE Program Requirements

- **To ensure that only firms that fully meet this part's eligibility standards are permitted to participate as DBEs**
- **To help remove barriers to the participation of DBEs in DOT-assisted contracts**
- **To assist the development of firms that can compete successfully in the marketplace outside the DBE program**
- **To provide appropriate flexibility to recipients of Federal financial assistance in establishing and providing opportunities for DBEs**

DBE Program Requirements

Who must have this program?

**All FHWA recipients receiving funds
must have the DBE Program**

DBE Program Requirements

National Goal Requirement

- **The statutes authorizing the DBE Program provide that not less than 10 percent of authorized funds are to be expended with DBEs.**
- **This 10 percent goal is an aspirational goal at the national level, which the Department uses as a tool in evaluating and monitoring DBEs' opportunities to participate in DOT-assisted contracts.**
- **The national 10 percent goal does not authorize or require recipients to set overall or contract goals at the 10 percent level, or any other particular level, or to take any special administrative steps if their goals are above or below 10 percent.**

DBE Goal Setting

DBE Program Requirements

- **Detail Estimate**
 - Location of project by coordinates
 - Estimated cost of each item to be constructed
 - Total dollar value of the project
- **Verify the location of the project**
- **Verify the names and locations of DBEs who are currently certified and are ready, willing, and are able to perform work on the contract**
- **Analyze the estimate for items potentially constructible by DBEs**

Goal Setting

VDOT Overall DBE Goal

	Overall Goal	Achieved
2008	9.80%	10.37%
2009	8.88%	8.49%
2010	8.52%	11.90%

DBE Goal Setting

Guidelines for Determining DBE Goals on Projects

- Calculate the total value (sum) of the selected items determined constructible by DBEs
- Calculate the total percentage of the gross (unadjusted) DBE goal for the project

Example:
$$\frac{\text{Total Dollar Value of Selected Items}}{\text{Total Value of the Contract}} = \frac{\text{Unadjusted Gross DBE Goal}}{\text{DBE Goal}}$$

DBE Goal Setting

Guidelines for Determining DBE Goals on Projects

- **Analyze the results of this calculation considering:**
 - On-going projects approaching completion, newly awarded projects, currently advertised projects, and projects proposed for advertisement
 - Historical performance of prime contractors on similar projects
 - Type of work activities considered
 - Cost (dollar value) of the work activities
 - Availability of DBEs who are ready, willing, and able to bid on the project under consideration for goals
- **Adjust the goals in accordance with the results of the aforementioned analysis**

Failure To Meet DBE Goal Requirements

- **The failure of a bidder to submit the required documentation within the timeframes specified within the Special Provision for 107.15 – Use of Disadvantaged Business Enterprises may be cause for rejection of that bidder’s bid.**
- **In order to award a contract to a bidder that has failed to meet DBE contract goal requirements, the Locality will determine if the bidder’s efforts were adequate good faith efforts.**

Failure to Meet DBE Goal Requirements

- Where the Locality determines upon initial review that the bidder has failed or appears to have failed to meet the requirements of the Contract Goal and adequately document that it made a good faith effort the Locality shall notify the firm of the initial determination and be offered the opportunity for administrative consideration before VDOT rejects the bid as non-responsive.
- The bidder must request reconsideration in writing within (5) days of receipt of notification by the Locality and shall be given the opportunity to discuss the issue and present its evidence in person to the Administrative Reconsideration Panel.

Failure to Meet DBE Goal Requirements

If the lowest bidder is rejected for failure to submit required documentation, the Locality may either award the work to the next lowest bidder, or re-advertise and construct the work under contract or otherwise as determined by the Commonwealth Transportation Board.

Good Faith Efforts Guidelines

The following information is not intended to be a mandatory checklist, nor is it intended to be exclusive or exhaustive.

Good Faith Efforts Guidelines

Include the following completed forms:

- ☑ Form C-111 – Minimum DBE Requirements
 - ☑ Form C-112 – Certification of Binding Agreement
 - ☑ Form C – 48 - Subcontractor/Supplier Solicitation and Utilization Form
 - ☑ Form C-49 – Summary of GFE Documentation
 - ☑ Copy of the Request for Bid Solicitation to DBEs
- ☑ **Solicit through reasonable and available means**, such as but not limited to, attendance at pre-bid meetings, advertising, and written notices to certified DBEs who have the capability to perform the work of the contract. Examples include: advertising in at least one daily newspaper of general circulation; phone contact with a completely documented telephone log, including the date and time called, contact person, or voice mail status; and internet contacts with supporting documentation, including dates advertised.

Good Faith Efforts Guidelines

- Solicit DBEs no less than five (5) business days before the bids are due so that the solicited DBEs have enough time to reasonably respond to the solicitation.

- Follow up initial solicitations as evidenced by documenting such efforts on Department standard good faith documentation form, C-49.

- Select portions of the work to be performed by certified DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the Contractor might otherwise prefer to perform these work items completely or with its own forces.

Good Faith Efforts Guidelines

- ☑ Provide interested certified DBES with adequate information about the plans, specifications, and requirements of the contract in a timely manner, which will assist the DBEs in responding to a solicitation.
- ☑ Provide evidence of names, addresses, and telephone numbers of DBEs that were considered for the solicitation; dates DBEs were contacted, a description of the information provided regarding the plans, specifications, and requirements of the contract for the work selected for subcontracting, and, if insufficient DBE participation seems likely, evidence as to why additional agreements could not be reached for DBEs to perform the work.

Good Faith Efforts

- ☑ For DBE bids declared non-competitive, include copies of DBE and non-DBE bid quotes. DBE quotes may be rejected as non-competitive if the DBE sub's quote is more than 10% higher than the non-DBE's quote, as verified by supporting documentation. The prime must contract with the non-DBE sub when declaring a DBE firm non-competitive.

- ☑ Offered assistance to DBEs in obtaining bonding, lines of credit, or insurance.

- ☑ Offered assistance to DBEs with information about securing equipment, supplies, materials, or related assistance/services.

Good Faith Efforts

- ☑ Provided DBEs with adequate information to provide a quote.

- ☑ Effectively utilized the services of appropriate personnel from VDOT, the Virginia Department of Minority Business Enterprise (VDMBE), the Metropolitan Washington Airports Authority (MWAA), and other organizations in the recruitment and utilization of qualified DBEs.

How To Locate DBE Firms

- **The Virginia Department of Minority Business Enterprise,**
www.dmb.e.virginia.gov
- **The Metropolitan Washington Airports Authority,**
www.metwashairports.com



- ▶ About Us
- ▶ SWaM Certification
- ▶ DBE Certification
- ▶ SWaM Vendor Search
- ▶ DBE Vendor Search
- ▶ SWaM Purchasing and Expenditure Reports
- ▶ Programs
- ▶ Special Request Forms
- ▶ Procurement and Business Opportunities
- ▶ Reports
- ▶ Frequently Asked Questions
- ▶ News and Resource Links



Welcome

We are the state agency dedicated to enhancing the participation of our small, women- and minority-owned businesses in Virginia's procurement process.

DMBE administers two certification programs:

- **The Small, Women- and Minority-owned Businesses under Virginia's "SWaM" Procurement Initiative** (apply for initial certification) (apply for re-certification)

Important Notice: If you are a non-Virginia based business, you might not be eligible for participation in the Virginia Small, Women- and Minority-owned Business Program. Please review the "DMBE Certification Policy of Applications from Non-Virginia Based Businesses" before applying online for SWaM certification or recertification. (Click here)

- **The federal U.S. Department of Transportation's Disadvantaged Business Enterprise ("DBE") Program.** (apply)

DMBE also provides management and technical support to our certified businesses.

Important Information

- **Update Your Email Address or Contact Information Today!** It is very important to keep your contact information—especially your email address—up to date because state buyers may be trying to contact you. You don't want to miss a business opportunity because of an invalid email address or telephone number. Submit your changes to the DMBE Customer Care Specialist electronically at dmb.e@dmb.e.virginia.gov or call 804.786.6585.
- Check **Procurement and Business Opportunities** with state agencies, local governments, and others. Click [HERE](#).
- Contact us: Click [HERE](#).
- Send comments regarding our services: Click [HERE](#)
- **Mozilla Firefox Users** - Please click [here](#) to find out how to print your application form.

What's Hot

- [SWaM Certification Application Status](#)
- [SWaM Dashboard](#)
- [SWaM Plan](#)
- [SWaM Vendor Directory](#)
- [DBE Certification Forms and Process](#)
- [DBE Vendor Directory of VA Unified Certification Program](#)

Quick Links

- [National Institute of Governmental Purchasing \(NIGP\) Commodity Codes](#)
- [North American Industry Classification System \(NAICS\) Codes](#)
- [DUNS Number](#)

Disadvantaged Business Enterprise (DBE) Vendor Search

Search by:

- Company Name
- NAICS Code/Description
- Zip & NAICS Code

[<< Return to DMBE home page](#)

Enter a NAICS code:
(At least 3 digits are required.)

Search

OR

Enter a NAICS description:
(At least 3 characters are required.)

Search

"Discussion" in "web Transport 2.02" has unread data.
"Files" in "web Transport 2.02" has unread data.

Doing Business As: A-1 Construction and Consulting LLC
 1000 VERMONT AVE, NW, SUITE 800
 WASHINGTON, DC 20005
 Contact: KERRY S. PEARSON
 Phone: (202) 682-1306
 Fax: (202) 682-1548
LISA.WALLACE@A1-CONSTRUCTION.NET

236220 COMMERCIAL AND INSTITUTIONAL BUILDING CONSTRUCTION
 541611 ADMINISTRATIVE MANAGEMENT AND GENERAL MANAGEMENT CONSULTING SERVICES
 561110 OFFICE ADMINISTRATIVE SERVICES
 561499 ALL OTHER BUSINESS SUPPORT SERVICES

DBE/MBE	DMBE	002021	A-1 ENVIRONMENTAL SERVICES, INC. 517 CENTRAL DRIVE VIRGINIA BEACH, VA 23454 Contact: DEBRA LOUDERMILK Phone: (757) 498-1169 Fax: (757) 498-7961 A1ESINC@AOL.COM	NAICS Codes & Descriptions: 561720 JANITORIAL SERVICES 561730 LANDSCAPING SERVICES	
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Reflects certified vendors as of Oct 03, 2011 at 06:20 PM .

Federal Type	Certifying Agency	Cert. #	Company Name, Mailing Address and Contact	Description of Services	Vendor #
DBE/WBE	DMBE	648841	A-TEAM CONSTRUCTION INC Doing Business As: A-Team Construction Inc P O BOX 217 STANLEY, VA 22851 Contact: CHERYL FITTRY Phone: (540) 778-1887 Fax: (540) 778-3411 ATEAM2@EMBARQMAIL.COM	NAICS Codes & Descriptions: 238910 FOUNDATION DIGGING (I.E., EXCAVATION)	A893
MBE	MWAA	DB2002-022	A-TEK, INC. 602 SOUTH KING ST SUITE 300 LEESBURG, VA 20175-0000 Contact: DEBRA A. RIEGER Phone: (703) 443-6900 Fax: (703) 443-0677 DMAYS@A-TEK.NET	NAICS Codes & Descriptions: 541513 COMPUTER FACILITIES MANAGEMENT SERVICES	
DBE/MBE	DMBE	666690	A. ESTEBAN & CO., INC. Doing Business As: A. Esteban & Co., Inc. 701 WEST BROAD ST. FALLS CHURCH, VA 22046 Contact: ALFONSO C. ESTEBAN Phone: (703) 532-6090 Fax: (703) 532-7548 CESTEBAN@ESTEBAN.COM	NAICS Codes & Descriptions: 323115 COMMERCIAL DIGITAL PRINTING 518210 SCANNING SERVICES, OPTICAL	E930
DBE/WBE	DMBE	668619	A. LAUGENI & SON, INC. Doing Business As: A. Laugeni & Son, Inc. P.O. BOX 26034 WEST HAVEN, CT 06516 Contact: JOYCE LAUGENI	NAICS Codes & Descriptions: 238320 BRIDGE PAINTING 562910 LEAD PAINT ABATEMENT SERVICES 238390 CONCRETE COATING, GLAZING OR SEALING 238910 EQUIPMENT RENTAL (EXCEPT CRANF)	L982

WRAP UP

