



**Transportation Commission of Colorado
Small Business & Diversity Committee Agenda
Wednesday, July 18, 2018
2829 W. Howard Pl.; Auditorium
Denver, Colorado**

**LUELLA D'ANGELO
District 3**

**STEVEN HOFMEISTER
District 11**

**KATHLEEN GILLILAND
District 5**

**BILL THIEBAUT
District 10**

**HERMAN STOCKINGER
Policy and Government Relations Director/Secretary**

The Chairman may change the item sequence or timing

- 1. Call to order**
- 2. Minutes from March 2018**
- 3. Triennial DBE Goal Proposal**
- 4. Partial Bond Guarantee Proposal**
- 5. Outreach Overview** *(in response to inquiry at June SBD meeting)*
- 6. Adjourn**



DATE: July 6, 2018
TO: Transportation Commission
FROM: Greg Diehl, Director, *Civil Rights & Business Resource Center* (CRBRC)
SUBJECT: July Small Business & Diversity Committee Meeting

Minutes

March 2018 Small Business & Diversity Committee Meeting Minutes are attached.

Triennial DBE Goal Setting Process (FFY19-21)

The triennial DBE goal is determined by identifying a base figure for the relative availability of DBEs based on demonstrable evidence of the availability of ready, willing, and able DBEs as compared to the availability of all businesses participating on federally-funded DOT-assisted contracts, and making subsequent adjustments to that figure based on available data.

To establish the base figure and determine the relative availability of DBEs to perform work on CDOT projects, CDOT evaluated:

- Relevant market area for contractor participation,
- Potential contracting opportunities in construction, professional services, and innovative contracting,
- Availability and ability of DBE certified firms to participate on those potential contracts,
- Anecdotal evidence gathered through online surveys, association meetings, and a public comment period.

This analysis resulted in a base figure of 10.15% of DBE participation annually over the next three federal fiscal years. Based upon an evaluation of past professional services contract opportunities and the percentage of DBE certified consultant firms that are prequalified and available to work on CDOT highway design projects, CDOT made an adjustment that modified the overall DBE triennial goal to 11.55%.

The table below summarizes annual goals and actual achievements for the last five Federal Fiscal Years. The proposed goal of 11.55% is 0.15% off from the historical median of achievement, indicating that the methodology and resultant goal align with past goals and achievements.

FFY	Annual DBE Goal	Actual DBE Achievement (Federal-Assisted Projects Only)
2013	10.25%	12.6%
2014	10.25%	11.70%
2015	10.25%	10.44%
2016	12.15%	13.20%
2017	12.15%	11.10%
Historical Median		11.70%

This triennial goal will be proposed to the Transportation Commission for Adoption on Thursday, July 19. Please find the full methodology at <http://codot.gov/business/civilrights/dbe-goal>.



Partial Bond Guarantee Program Proposal

The CRBRC will be presenting the Partial Bond Guarantee Program to the full Commission for workshopping on Thursday, July 19. The attached Concept Paper and associated Powerpoint Presentation outlines the program and related funding request, which is \$2.5 Million.

Outreach Strategy & Small Business Supportive Services (Connect2DOT)

In response to an inquiry from Commissioners D'Angelo and Gilliland at the June SBD Committee meeting, the CRBRC has put together an Outreach Overview that provides information about our outreach strategy and associated efforts. This is a living document and additional questions and feedback are welcome.

Attachments

March 2018 DBE Committee Meeting Minutes
DBE Triennial Goal Methodology Executive Summary
DBE Triennial Goal Resolution
Partial Bond Guarantee Concept Paper
Partial Bond Guarantee Slide Deck
Outreach Overview

Transportation Commission of Colorado
Small Business & Diversity Committee Meeting Minutes
March 14, 2018

Call to Order: The meeting was called to order at 1:30pm.

Attendance: Full Commission, Greg Diehl, Jun Arcilla, Emily Crespín

Approval of Minutes: May 2017 meeting minutes were approved unanimously

Public Input/Comments: Commissioners offered feedback in support of the Mentor-Protégé program lunch that several Commissioners attended in February.

- Commission was impressed by the caliber of the protégés and the willingness of the mentors to participate; Commissioner Zink was particularly impressed with the mentors for their willingness to spend time with the proteges; Josh Laipply clarified that mentors may receive scoring benefits or other incentives for participating. Greg Diehl clarified that the program is self-select; teams applied as pairs and the six teams were selected based on the merits of their self-directed team plan and outcomes.
- Commissioner D'Angelo would like to hear about how the teams are progressing and programmatic milestones at the next lunch in May.
- At the Mentor-Protégé lunch in February, a Commissioner noted that the concerns being expressed and addressed by the program are concerns that have been voiced repeatedly over the years; Greg Diehl noted that CDOT's Civil Rights & Business Resource Center is working to use our quarterly Small Business Forums to identify 1-2 key priorities for industry over the next year. We'll then use those priorities to help drive our strategic program development.

Small Business Policy Directive: Greg Diehl introduced the new proposed Policy 606.0, Policy on Fostering Small Business Capacity

- Policy is intentionally broad; we are already experimenting with and implementing some of the "how" to build small business capacity; this is now opening up and codifying the "why".
- DBE is a Federal mandate from USDOT; CDOT's race- and gender-neutral small business program is ESB, which does not tie to any Federal requirements. As we look toward future funding and construction program delivery, CDOT must continue to foster small business participation regardless of and beyond DBE contract goal amounts.

Question from Commissioner Gilliland: Beyond Central 70 workforce development initiatives, is CDOT doing any workforce development statewide?

- Greg Diehl: yes, restructuring our statewide OJT/SS program to partner with the Colorado Community College system.
- Josh Laipply: C70 workforce program is a collaborative with Piton, C&CD, NWSS and others to help with training and wraparound services for workforce

- Comment from Commissioner D'Angelo: How are we communicating our involvement in this initiative? We should be including this in all of our stock presentations and letting all of our audiences know about our role.

Meeting Adjourned at 2:00pm

Industry Relations: Process and Program Input

The CRBRC participates in a variety of regular trade association meetings to ensure CDOT's contractor and consultant community is aware of Civil Rights requirements and programs and that they have an avenue to provide feedback related to process improvements and program development. Those groups include:

- Colorado Contractors Association (CCA)
- American Council of Engineering Companies, Colorado Chapter (ACEC)
- Hispanic Contractors of Colorado (HCC)
- Black Construction Group (BCG)
- Council of Minority Transportation Officials (COMTO)
- Women's Transportation Seminar (WTS)
- RTD Small/Disadvantaged Business Enterprise Advisory Committee (S/DBEAC)
- City & County of Denver Construction Empowerment Initiative (CEI)

Small Business Relations: Process and Program Input

The CRBRC hosts quarterly Small Business Collaborative Forums, where small businesses are invited to participate in programmatic discussions in a round table setting with CDOT representatives, other small business owners, industry representatives, and prime contractors. Our goal with these Forums is to ensure small businesses have similar opportunities to those CDOT provides for prime contractors to learn about and discuss programs and process changes and improvements. The Forums are divided into two sets, one that focuses on Construction issues, and one that focuses on Professional Services. The schedule for the Forums is:

- **Construction:** Last Monday of March, June, September, first Monday of December, from 3-5pm.
- **Professional Services:** Second Thursday of January, April, July, October, from 9-11am.

All forums are held at CDOT HQ and simulcast via webinar for participants who are outside the Denver metro area or not able to attend in person. More information, upcoming agendas, and past meeting resources can be found at:

<http://codot.gov/business/civilrights/smallbusiness/support/forums>.

Outreach: Awareness and Information

Email Communication: Connect2DOT leads most of CRBRC's outreach initiatives through an e-newsletter distribution list with more than 4,500 subscribers. Connect2DOT issues a monthly newsletter summarizing all upcoming small business events and opportunities, as well as updates about requirements, programs, and processes. Archived versions of the e-newsletter

can be reviewed at www.connect2dot.org/newsletters. Email notifications are also delivered on an as-needed basis to highlight special news and events.

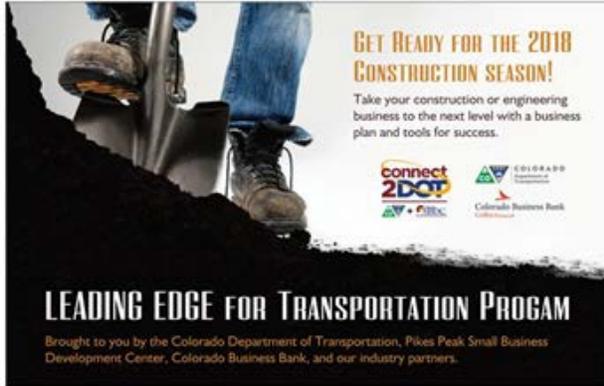
Industry Events: Connect2DOT participates in 3-5 industry events per month and delivers presentations on doing business with CDOT, getting certified, and government marketing, as well as serving as an expert panelist and hosting an information booth. These events occur in all areas of the state. A list of upcoming events where Connect2DOT will have a presence can be found at www.connect2dot.org/event-calendar-list.

CDOT Pre-Proposal Events: Connect2DOT works with the Region Civil Rights Offices to organize pre-proposal small business networking events for design-build and other large CDOT projects. These are often in the format of a prime contractor meet-and-greet or reverse trade fair where small businesses host an information booth for prospective prime contractor teams. Targeted events have been held for projects such as Central 70, E-470, North I-25 Express Lanes, Eisenhower-Johnson Tunnels, US 287, I-76 and US 6. A reverse trade fair is currently being planned for the US 550/US 160 project in Durango on September 12.

Website and Social Media: Connect2DOT manages an informational website at www.connect2dot.org and updates the news and industry event calendar daily. Important announcements and events are channeled through social media outlets including LinkedIn and the Connect2DOT Facebook page at www.facebook.com/Connect2dot.

Bid Matching Service: Connect2DOT maintains an automated Bid Matching Service that delivers weekly email notifications to more than 1350 opt-in subscribers. Emails are segmented by NAICS (type of work) and provide a list of all newly advertised CDOT construction projects that include that type of work. This free “push” service keeps large and small businesses aware of bid opportunities, including ESB Restricted projects. Registration can be found at [/www.connect2dot.org/website/bid-match-signup](http://www.connect2dot.org/website/bid-match-signup).

Marketing: Traditional marketing including flyers, postcard mailers, newspaper listings, and radio are used to promote workshops and events to local communities across the state. Connect2DOT leverages the regional knowledge and presence of the 14 SBDC’s to determine the best communication channels to reach local small businesses. Each SBDC develops a tailored outreach plan in cooperation with Connect2DOT to support their annual program plans.



Outreach: Small Business Development

CDOT's partnership with the Colorado SBDC Network ensures local reach in rural communities across the state. Centers are typically hosted by a community college, chamber of commerce, or business incubator. Connect2DOT maintains regular communication with these partner organizations and leverages their communication channels to reach a wide business audience.

Connect2DOT serves on the Board of Directors for COMTO Colorado and HCC Contractor Academy to ensure cooperative initiatives. In addition to regular meeting attendance with key stakeholder groups, Connect2DOT provides substantive outreach through collaboration with other state entities and groups, including:

- American Institute of Architects (AIA) Colorado
- American Subcontractors Association (ASA)
- Associated Builders and Contractors (ABC), Rocky Mountain Chapter
- Associated General Contractors of Colorado (AGC)
- Associated Landscape Contractors of Colorado
- City and County of Denver Division of Small Business Opportunity (DSBO)
- Colorado Association of Black Professional Engineers and Scientists (CABPES)
- Colorado Asphalt Pavement Association (CAPA)
- Colorado Association of Transit Agencies (CASTA)
- Colorado Minority Enterprise & Educational Development (MEED)
- Colorado Minority Business Office (MBO)
- Colorado Office of Economic Development (OEDIT)
- Colorado Procurement Technical Assistance Center (PTAC) of Colorado
- Colorado Small Business Development Center Network (SBDC)
- Colorado Women's Chamber of Commerce
- DEN Commerce Hub
- Design Build Institute of America (DBIA)
- Grand County Builders Association
- Grand Junction Business Incubator
- Institute of Transportation Engineers (ITE)
- Mi Casa Resource Center for Women
- Minority Business Advisory Council

- Minority Business Development Agency (MBDA)
- Mountain Plains Minority Supplier Development Council (MPMSDC)
- Rocky Mountain Masonry Institute (RMMI)
- RTD Civil Rights Office
- Small Business Majority
- The Opportunity Council
- TiE Rockies
- USDOT West Central Small Business Transportation Resource Center
- Western Colorado Contractors Association (WCCA)

In addition to local area Chambers of Commerce, Connect2DOT partners with the following targeted associations:

- Asian Chamber of Commerce
- Colorado Black Chamber of Commerce
- Colorado Women's Chamber of Commerce
- Denver Hispanic Chamber of Commerce
- Rocky Mountain Indian Chamber of Commerce