



Delaware Department  
of Transportation  
Civil Rights / DBE/ADA



September  
2014

NEWS, EVENTS & INFORMATION

**Disadvantaged Business Enterprise:  
Program Implementation Modifications**

**FINAL RULE**

**49 CFR Part 26**



**DBE News**

The Office of the Secretary, U.S. Department of Transportation has issued a final rule amending its disadvantaged business enterprise (DBE) program at 49 CFR Part 26. The final rule improves DBE program implementation in three major areas. First, the rule revises the uniform certification application and reporting forms, creates a uniform personal net worth form for use by applicant owners, and collects data required by the Department's surface transportation reauthorization, Moving Ahead for Progress in the 21st Century Act (MAP-21). Second, the rule strengthens the certification-related program provisions, which includes adding a new section authorizing summary suspensions under specified circumstances. Third, the rule modifies several other program provisions concerning such subjects as: overall goal setting, good faith efforts, transit vehicle manufacturers, and counting for trucking companies.

[DBE Final Rule – Program Implementation Modification 2014 DBE Final Rule Highlights](#)

THE FINAL RULE WILL BECOME EFFECTIVE 30 DAYS AFTER IT IS PUBLISHED IN THE FEDERAL REGISTER, IT HAS NOT BEEN PUBLISHED YET.

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Office of Supplier Diversity Vendor Day, Oct 1

Alliance Baltimore, Oct 30, 2014

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DelDOT Consultant Agreement Training

The next Associated General Contractors of America, Safety Management Training Course is being offered October 15-17, 2014 in Arlington, VA. This course provides intensive instruction on the basic skills needed to manage a safety program within a company. The program builds on Focus Four training and prepares attendees to manage key safety issues on the jobsite, and provides techniques for delivering basic safety training to field personnel. Participants will receive instruction and training that will allow them to return to their firms with readily applicable new skills.

For details and to register for this course, please click on the following link: [www.agc.org/smtc2014](http://www.agc.org/smtc2014) .

### NEW TO THE WEB

Memorandum of Agreement Pave & Rehab Right-of-Way Certification Compliance, and [DelDOT Sidewalk Maintenance Policy](#)

Go to:

[www.ada.deldot.gov](http://www.ada.deldot.gov)

Questions? (302)760-2467



## DBE PROGRAM DBE CERTIFICATES



**Effective November 1, 2014** we will stop the practice of issuing certificates for DBE Certification. A firm's listing in the DelDOT DBE Directory is proof of the firm's active certification. If a firm is not listed in the DelDOT DBE Directory, they are not certified. The directory is updated on a nightly basis. If you would like physical evidence of a firm's certification, you may print out a report from the DBE directory and/or provide procurement officials with the contact information for the Delaware DBE Program office.

A notice will be sent out to all Delaware certified DBE firms and to Prime contractors once we stop issuing the certificates, and a notice will also be posted on the Delaware DBE Directory.

[www.dbe.deldot.gov](http://www.dbe.deldot.gov)

**DelDOT program gives minority-owned businesses a fighting chance at contracts**  
 Dover Post article, September 17, 2014  
<http://www.doverpost.com/article/20140917/NEWS/140919826>  
 Ramon O. Ceballos, DBE Program Manager  
 Kathrina Stroud, Civil Rights Administrator

### § 6967. Requirement of occupational and business license.

Effective September 1, 2014

(a) All contractors, subcontractors and independent contractors shall have a proper and current occupational and/or business license, as required by Title 30, to enter or perform work under a public works contracts. It is the responsibility of a contractor to verify and make a record that all subcontractors or independent contractors working for such contractor pursuant to a public works contract shall have their occupational and/or business licenses, as required by Title 30.

(b) No agency shall accept a proposal for a public works contract unless such contractor has provided a proper and current copy of its occupational and/or business license, as required by Title 30, to such agency.

<http://delcode.delaware.gov/sessionlaws/ga147/chp401.shtml>

## NEW DELAWARE CERTIFIED DBE FIRMS AUGUST 2014

| Cert# | Firm Name  | NAICS Codes | Work Description   | Details |
|-------|--|-------------|--|---------|
| 1089  | GTECH CLEANING SERVICES, INC.<br><br>TYREESE GREEN<br>CLAYMONT, DE<br>302-494-2102<br><a href="mailto:TRGCOMM@AOL.COM">TRGCOMM@AOL.COM</a><br><a href="http://www.gtechcleaning.com">www.gtechcleaning.com</a> | 561720      | COMMERCIAL & RETAIL CLEANING; HOUSEKEEPING; BUILDING CONSTRUCTION CLEANING |         |
| Cert# | Firm Name  | NAICS Codes | Work Description   | Details |
| 1090  | MAGNE SAFETY LLC<br><br>NATALIE MAGNE<br>WALDWICK, NJ<br>201-444-4562<br><a href="mailto:NATALIE@MAGNESAFETY.COM">NATALIE@MAGNESAFETY.COM</a><br><a href="http://www.magnesafety.com">www.magnesafety.com</a>  | 236220      | CONSTRUCTION INSPECTION SERVICES   |         |

*DBE  
Good News*

**Mountain Consulting** would like to announce the Award of their second HUBZone Contract at Dover AFB. The contract is for Tile Replacement at the Dover AFB Museum Insignia. September 25, 2014

Kim Adams, President

155 S. Bradford St, Suite 200, Dover, Delaware 19904 Phone (302) 672-0610 <http://www.mountainconsultinginc.net/>

- [Dover's Mountain Consulting Makes History as Delaware's First African-American-Woman-Owned "HUBZone"](#) featured on SBA.gov (The U.S. Small Business Administration) March 12, 2014
- [Delaware's newest HUBZone firm is first owned by African-Americans](#) featured in Delaware Public Media
- [SBA celebrates first African-American woman-owned business in HUBZone](#) featured in Delaware Business Daily
- [Woman is Delaware's first black, female owner to earn certification](#) featured on Delaware Online

## DeIDOT's Virtual Workshop

### Bridge 1-291 on Songsmith Drive over Tributary to Smalley's Pond

Songsmith Drive over Tributary to Smalley's Pond,  
(Bridge 1-291)

[Virtual Workshop Survey/Comments](#)

Comment period ends  
October 15, 2014.

**Virtual Workshop:** Welcome to the Delaware Department of Transportation's virtual workshop. The goals of the virtual workshop format are to make it easier for more people to view the project information, and to reduce the costs involved in traditional public workshops. This is a workshop regarding the replacement of Bridge 1-291 on Songsmith Drive over Tributary to Smalley's Pond.

**[Location Map]** Bridge 1-291 has been identified by DeIDOT's Bridge Management Section as being in need of replacement. The bridge is located on Songsmith Drive over Tributary to Smalley's Pond, Northwest of Bear in New Castle county.

**[Bridge Plan Elevation and Construction Plan]** As seen on the bridge plan, section and elevation sheet, DeIDOT proposes to replace the existing three pipes with two larger concrete reinforced pipes. The concrete headwalls will not be replaced as this will lengthen the project duration by at least an additional month. Therefore the pipes will be lengthened on the downstream side of the stream by an additional 16'. This will also stabilize the scour in the streambed. To aid in the scour protection, riprap will be added to both the upstream and downstream sides of the bridge. Additionally, the storm sewers inside the project limits will be upgraded and realigned to help in better drainage of the road. [[READ MORE ...](#)]

COMING SOON .....  
Civil Rights Summit



DeIDOT, DBE Specialist Amy Miller speaks to DBE firm owner Miriam Wilson, M. Wilson Accounting & Bookkeeping Services, LLC at the Kent County Economic Summit Sept. 23, 2014 at Del Tech, Terry Campus, Dover, Delaware

### Press Release -- September 23, 2014 DeIDOT Updates Status of I-495 Bridge

#### Removal of the Damaged Piers Underneath I-495 Bridge is Underway

**Wilmington** -- Construction crews have begun dismantling the damaged piers below the I-495 Bridge. The four piers that will be removed are no longer supporting the weight of the bridge because the structure now rests on a new and stronger subsurface foundation topped by temporary steel towers and header beams.

Dismantling the piers involves sawing the piers into sections of concrete and lowering them to the ground. The process is time consuming and is expected to take several weeks to complete. Once removed the concrete will be crushed and recycled.

New piers will eventually be erected in place of the old ones, and the weight of the bridge will be transferred to the new support system.

The entire project remains on schedule for completion late this year.

**UPCOMING  
EVENTS**

## Delaware State University

### MINORITY VENDOR FAIR

Connecting you with the DSU Community

**October 14, 2014**  
9 a.m. – 2 p.m.  
1200 N. DuPont Highway  
Dover, Delaware  
(302) 857-6270

- Networking
- Display your products/services
- Meet DSU faculty and staff
- Create opportunities
- Learn DSU Procurement methods

## REGISTER NOW!

<https://dsuminorityvendorfair.eventbrite.com>  
 You must register to be a participant.  
 Seating is limited.

**BALTIMORE COUNTY & BALTIMORE METRO COUNCIL**  
*Open for Business*

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## MEET THE PRIMES

**6th Annual Meet & Greet**  
**October 15, 2014**  
**8:00 am - 12:00 pm**  
**MD State Fairgrounds-Exhibition Hall**  
**2200 York Road, Timonium 21093**

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We are offering a **FREE** opportunity to showcase your business to prime bidders looking for quality partners. Over 100 primes currently working with member agencies will be exhibitors. Bring your capability statement and references.

**Register On-line at:**  
<http://meet-the-primers-2014.eventbrite.com>

To be listed in the event booklet, please register before October 9. If you miss the registration, walk-ins are welcome.

**Questions:**  
 Bob Ball [rball@bcps.org](mailto:rball@bcps.org) 410-887-4334  
 or  
 Caria Tucker [ctucker@baltimorecountymd.gov](mailto:ctucker@baltimorecountymd.gov) 410-887-3119

**BCPS**  
 Baltimore County Public Schools

**BCPL**  
 Baltimore County Public Library

**CCBC**  
 The Community College of Baltimore County

**BRCPC**  
 Baltimore Regional Cooperative Purchasing Consortium

**Government, Public Schools and Colleges:**  
 Anne Arundel County  
 City of Annapolis  
 Baltimore City  
 Carroll County  
 Harford County  
 Howard County  
 MD General Services  
**And Partner:**  
 Metropolitan Washington Council of Governments  
 Montgomery County  
 Prince Georges County

Interested in learning how Delaware purchases products and services?  
**Attend Vendor Day and find out!**

**What to expect:**

- Explanation of how the State purchases products and services
- Turning the State's transparent business intelligence into a competitive advantage
- Tips for developing a successful proposal
- The roles and responsibilities of the State's central contracting unit
- Avoiding a non-responsive proposal
- How to leverage the State's supplier initiatives to increase your business

**Wednesday, October 1, 2014 from 9:00a.m. – 1:30 p.m.**  
**1201 N Orange Street/ Ste 200, Wilmington, DE 19899**

George Credit awards for Procurement Excellence  
2014 HONORABLE MENTION

Bruce Krug, trainer, and his program content  
Nationally recognized for excellence

Fully accessible facility

**Agenda**

- 9:00 – 9:30 – Networking
- 9:30 – 10:45 – Education  
\*Purchasing considerations & strategic marketing
- 10:45 – 11:00 - Break
- 11:00 – 1:00 – Education  
\*Procurement Methods & how to succeed
- 1:00 – 1:30 – Q&A period with contracting personnel

**Register Online!**

<https://vendorday.eventbrite.com>

★ You must register to attend. Seating is limited.

Call 302-857-4550 for more information

Office of Management and Enterprise Services

OSD

DELAWARE STATE CHAMBER OF COMMERCE

# ALLIANCE

Small Business Procurement Fairs  
Baltimore

**Alliance Baltimore 2014**  
**October 30, 2014**

Event Information:

Thursday, October 30, 2014 includes the Trade Show, MatchMaking Meetings, Continental Breakfast, and presentations.

**Marriott BWI Airport**  
**1743 West Nursery Rd**  
**Linthicum, MD 21090**  
**410-859-8300**

Early Bird: \$150.00 per person through September 26.  
 Standard Registration: \$185.00 per person through October 24  
 Late Registration: \$225.00 per person after October 24.  
 Tabletop Exhibits: \$400 (\$495 after Sept 26), Govt - \$300 (\$395 after Sept 26)

<http://www.allianceforbiz.com/>

For More News & Events  
 Visit our website  
[www.civilrights.deldot.gov](http://www.civilrights.deldot.gov)

**DelDOT Open Projects** [www.bids.delaware.gov](http://www.bids.delaware.gov)

| OPEN      |     |      | TITLE   | CLOSE      |
|-----------|-----|------|---|------------|
| 8/18/2014 | DOT | 4323 | <a href="#">Virtual Weigh Stations</a> RFP  | 10/8/2014  |
| 9/11/2014 | DOT | 7214 | <a href="#">BR 2-213A On Hollering Hill Road Over Cow Marsh Creek - Emergency Replacement</a><br>Kent County DBE Goal 5% 54 Calendar Days | 9/30/2014  |
| 9/8/2014  | DOT | 7214 | <a href="#">Pavement &amp; Rehabilitation, Kent I. (Camden-Wyoming) 2013</a><br>Kent County 90 Calendar Days                              | 10/7/2014  |
| 9/22/2014 | DOT | 7214 | <a href="#">West Dover Connector</a><br>Kent County DBE Goal 10% OJT 2 817 Calendar Days  | 10/21/2014 |
| 9/26/2014 | DOT | 7214 | <a href="#">SR 1, Thompsonville Grade Separated Intersection</a><br>Kent County DBE Goal 8% OJT 2 649 Calendar Days                       | 10/28/2014 |
| 9/29/2014 | DOT | 7710 | <a href="#">NPDES Statewide Storm System Inventory &amp; Inspection</a><br>Professional Service RFQ 3 Years                               | 10/21/2014 |
| 9/29/2014 | DOT | 7214 | <a href="#">Stormwater Pond Maintenance, Central</a><br>Kent County 365 Calendar Days   | 10/28/2014 |

**Professional Services - Potential Projects for Advertisement**

**NPDES Storm System Inventory & Inspection**

**Transportation Enhancements Program**

**REQUEST FOR PROPOSAL FOR DEBT COLLECTION SERVICES – Town of Smyrna**

**Due October 17, 2014**

**[Debt Collection Services](#)**

The Town of Smyrna is requesting proposals from collection agencies willing to undertake the collection of delinquent utility accounts. Any agreement entered into as a result of this Request for Proposal (RFP) may be non-exclusive. The services to be performed shall include but not be limited to the following:

1. Contractor shall undertake collection of delinquent utility accounts that are referred to the Contractor.
2. Contractor must have the ability, personnel and resources for collecting in the State of Delaware.

3. Perform collection activities including, but not limited to, formally demanding payment of each collection item and/or seeking an arrangement satisfactory to the Town under which the collection item will be paid.
4. Collection shall be subject to all applicable federal, state, and local laws, rules, and regulations.
5. Contractor must be licensed to do business in its area of expertise in the State of Delaware.
6. Contractor shall maintain the appropriate insurance(s) required to perform the respective operation(s) and activities proposed as required by State Statutes and regulations. Each Contractor shall have a minimum of \$1,000,000 in professional liability coverage.
7. Contractor shall maintain appropriate records, including financial records that can be audited.
8. Contractor shall provide periodic performance reports detailing individual account information.

[www.smyrna.delaware.gov](http://www.smyrna.delaware.gov)

|   |
|---|
| <b>Small Business Success</b>   |
| <b>Training &amp; Education Center</b>  |
| 2 <sup>nd</sup> Week of Every Month   |
| Free Training Sponsored by DBE Program  |
| Doing Business With DelDOT, Marketing, Completing DBE Application, and More.. |
| Call (302)760-2035  |

#### **Proposal Basics for Consultants**

Presented by Christine Levely, External Audit Supervisor, DelDOT

**Wednesday, October 8, 2014 at 9:30 am**

DelDOT Administration Building  
800 Bay Road, Dover, Delaware 19901

Professional Service Consultant Agreement Training will allow DBEs to sail through the proposal review process. Discussion will cover what consultants (DBEs) are expected to provide when submitting a proposal for review to the Prime and to the Department. Categories include, but are not limited to, labor, overhead, fixed fee (profit), subconsultants, and allowable direct expenses. Allowable supporting documents that must be provided in order to meet FHWA and DelDOT requirements will also be identified. This Training is free.

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800 BAY ROAD  
DOVER, DE 19901