

FOCUS *on* DBE



Delaware Department of Transportation (DelDOT) encourages doing business with Delaware Certified Disadvantaged Business Enterprises (DBEs)

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Power in Numbers for DBE's

Some federally aided projects have designated goals that require prime contractors and consultants to make good faith efforts to engage minority and women-owned businesses. These goals are mandated by federal regulations, specifically 49 CFR Part 26, and monitored for compliance by the Federal Highway Administration (FHWA). The goals are established by DelDOT using an FHWA approved methodology.

According to DelDOT DBE Program Manager Richard Rexrode, "Without goals, DBE firms are offered fewer opportunities." Additionally, Rexrode explained, "The number of DBEs certified with DelDOT, among other factors, have a direct impact on how the annual goal and project specific goals are established."

DBE Goals and DelDOT Performance

The adjacent table illustrates DelDOT's annual goal history for the past five years. As the table illustrates, the goal was lowered in 2006 due to the inability to meet set DBE goals in 2005. Despite DelDOT exceeding the 2006 goal by more than two percent, Rexrode explained that the 2007 goal of 10.01 percent was lowered due to changes in methodology as directed by the FHWA.

In 2007, DelDOT exceeded its goal by 1.62 percent thus resulting in an increase for 2008. However, due to project funding constraints realized in 2008, the goal of 11.73 percent was not achieved.

To date, DelDOT is on target with meeting the 2009 goal of 12.4 percent. "We anticipate exceeding the goal by at least one percent," Rexrode commented.

Determining Annual Goals

The first step in establishing the annual goal begins with determining the number of DBE firms eligible to compete for contracts as compared to the total number of registered bidders. The previous four years DBE participation is then factored into the calculation as a weighted measure to determine what is feasible to achieve.

A third figure, the ability of DBE firms to receive a contract in the absence of project goals, is then calculated and subtracted from the overall goal. Rexrode noted that these calculations are considered "Race Neutral Participation" and are calculated by averaging the previous 4-years of race neutral participation. "This figure

represents the expected percentage of DBE participation without goals," Rexrode explained.

DelDOT's Obligation

The goal becomes effective October 1 of each year, meaning DelDOT is required to make a good faith effort to meet the overall annual goal. This is done by setting project specific goals only on those contracts that have subcontracting possibilities; by achieving the maximum feasible portion of the goal through race neutral means; and by setting goals per project in a manner to achieve the overall goal, not just the same percentage of the overall goal.

The Real Power in Numbers

When setting the annual goals, the real power in numbers is assuring that all eligible DBEs are certified and counted into the goal setting process. "When there

(continued on page 3)

Federal Fiscal Year (October 1 – September 30)	Annual DBE Goal	Resulting DBE Contract Awards
2005	11.24%	\$ 9,502,144
2006	11.02%	\$ 5,657,042
2007	10.01%	\$ 13,004,138
2008	11.73%	\$ 5,629,679
2009	12.40%	YTD \$ 5,675,026

Visit http://deldot.gov/information/business/dbelfed_fy10_dbe_goal.shtml for more information about current goals.

New Look Launched for the DBE Bulletinboard

DelDOT's Disadvantaged Business Enterprise Program's website, the DBE Bulletinboard, has a new look and feel. Launched in March, the new site offers a more user-friendly interface that complements the State of Delaware and DelDOT's online sites.

The DBE Bulletinboard website is intended to be the "one stop site" to get up-to-date information on DelDOT's DBE Program and includes DBE news, quick start registration guide, upcoming projects, annual DBE goal, training opportunities, and more!

Future updates planned are a FAQ and message board for visitors to ask questions or post other pertinent information and a download capability of all DBE forms. Please feel free to make suggestions, as we are always eager to improve our services to the DBE community.



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HOME
About DelDOT
DelDOT Secretary
Press Releases
Divisions
FAQs
Employment
Public Workshops
Related Links
DMV
DART
EZPass
Contact Information
Office Locations
Agency Site Map

SERVICES
Online Services

INFORMATION
Live Traffic
Interactive Traffic Maps
Biking in Delaware
Community Programs and Services
Doing Business
FOIA Regulations
Projects
Publications
Archaeology
Red Light Enforcement
Media Gallery

Welcome Message
Richard Resrods, DBE Program Manager
Welcome to the DBE Bulletin Board. This portion of the Delaware Department of Transportation's External Civil Rights Program website was established for your convenience. This is the one stop site... [...more](#)

What Does The DBE Program Do For You?
The objective of the DBE Program is to insure non-discrimination in the award and administration of DOT assisted contracts and create a level playing field on which DBE firms can compete fairly for and participate equitably. We do this by setting reasonable contract goals... [...more](#)

- Quick Start Guide to DBE Participation
- DBE Certification Application

DBE Home | Complaint Procedure | Application and Forms | Contacts

Focus on DBE
NEWSLETTER
Two DBEs Share How They Benefit By Being Certified
For Troy and Kim Adams, co-owners of Mountain Consulting, Inc., being a certified Disadvantaged Business Enterprise (DBE) has helped tremendously in getting the word out about their civil engineering consulting firm. Located in the heart of historic Dover, Delaware, Mountain Consulting strives to be... [...more](#)

- Current Newsletter
- Newsletter Archive

DBE Home
Directory of DBE Firms
DBE Program Plan
DBE Federal Regulations
Quick Start Guide
DBE 2009 Goal
Complaint Procedure
Delaware Code
Application and Forms
Organization Chart
Event Photos
DBE News
Training Opportunities
Upcoming Projects
Related Links
Contacts

Last Updated: Wednesday, 05 May 2009 14:11:09 Eastern Daylight Time

Site Map | About the Site | Contact Us | Translate | Delaware.gov

Visit us at www.deldot.gov/information/business/dbel/index.shtml

DBE/EO Compliance Specialist Joins the DBE Program Team



Hazel V. Hall

Hazel V. Hall joined the DBE Program in March. Hazel brings 20 years of experience in the Equal Employment Opportunity and DBE field. In a previous position as an EEO Compliance Specialist for the U.S. Department of Labor, Office of Federal Contract Compliance Programs, Hazel reviewed written Affirmative Action programs of companies and corporations whom had contracts with the federal government. As an EEO Compliance Specialist and DBE Specialist with Southeastern Pennsylvania Transportation Authority (SEPTA), Hazel had a dual role in reviewing Affirmative Action programs and certifying businesses which met the federal regulations under the DBE program.

With DelDOT, Hazel will monitor contractor and subcontractor compliance with the federal regulations governing DBE programs. This will include attending pre-construction meetings, tracking payments and report submissions and certifying disadvantaged minority and women-owned businesses. Hazel's goal is to encourage these companies to do business with DelDOT and to apply for, as well as participate in, DelDOT's DBE Program.

Hazel holds a Bachelor's degree in Organizational Management from Eastern University in Pennsylvania and has served the public for over 20 years. She can be reached directly at hazel.hall@state.de.us or 302-760-2054.

Newly Certified DBEs

The following businesses have successfully completed DelDOT's Disadvantaged Business Enterprise (DBE) certification. For more information about the services these businesses and all DelDOT certified DBEs offer, visit the online Unified Directory of Certified DBE Firms at www.deldot.gov/information/business/dbe/index.shtml and click on DBE Resources.

Cook Hauling, LLC

Hauling with tri-axle dump trucks.

Coover-Clark & Associates, Inc.

Architecture, interior design, planning, and landscape design.

Enterprise Vision Professionals, Inc.

Information systems and network consulting.

ISI Professional Services, LLC

Facilities support services, marine-ship repair/dry-dock, staffing, IT/surveillance services, modular building/construction.

Nu-Comfort, LLC

Service and repair contractor-grade heating, air conditioning and indoor air-quality products for use in residential and light commercial facilities.

Pace Design, LLC

Land planning.

Power in Numbers

(continued from page 1)

is an increase of eligible DBEs counted in, the outcome of the goal is positively impacted for DBEs," Rexrode said.

If you think you may be eligible and are not currently certified as a DBE with DelDOT, please visit DelDOT's online DBE Web site at www.deldot.gov/information/business/dbe/index.shtml or contact the DBE Program Office at 302-760-2035.

Making Business Cents

Compliance to EEO Requirements

As a recipient of federal funding, DelDOT is required to insure Equal Employment Opportunity (EEO) contract compliance on all federally funded projects. In turn, all contractor and consultant firms (including DBEs) that participate on DelDOT contracts must also comply with these federal provisions.

The mandated EEO provisions originate in laws that pertain to Civil Rights and Discrimination Acts; federal contract regulations; and specific DelDOT contract provisions that detail responsibilities for all parties.

As a DBE and potential recipient of DelDOT sponsored federal funding, are you aware of the EEO requirements? Can you demonstrate that your firm is in compliance with these federal mandates?

Before you sign on as a DelDOT or any federally funded contractor, make sure you understand what you are signing on to. Be aware that all DelDOT contractors agree to adhere to these provisions in writing on FHWA Form 1273, part of all final contract agreements.

According to DelDOT Civil Rights Administrator Carla Elliott, contractors have the fundamental role and responsibility to take all reasonable and necessary steps to insure that the terms and conditions of its employment policy and its selection of subcontractors is void of discrimination of minorities and women.

To further help DBE firms and contractors be in compliance with these federal mandates, DelDOT periodically offers *Basic Equal Opportunity Requirements for Federal Contracts* training classes; has developed a *Contractor Compliance Manual* that will soon be available online; and is available to assist companies in meeting these requirements.

"Our goal is to be proactive in assuring compliance among all DelDOT contractors," said Elliott. The compliance provisions are listed below. If you have questions or need further information on how your firm may be impacted by meeting these regulations, contact Carla Elliott at carla.elliott@state.de.us or 302-760-2555.

- **Adopt an EEO Policy.** Understand the law and adopt "best practices."
- **Designate an EEO Officer within the company.** Someone within the company with sufficient authority to resolve issues that may arise.
- **Educate all company personnel on EEO issues.** Conduct meetings with personnel and post posters and notices as applicable.
- **Engage in recruitment designed to yield minority and women applicants and hires.** Advertise broadly; advise employees and applicants of training opportunities; and assist in increasing the skills of women and minority employees and applicants.
- **Insure nondiscrimination.** In wages, working condition and benefits; hiring, upgrading and promotion; and transfer, demotion, layoff and termination. Periodically review to insure nondiscrimination practices.
- **Investigate complaints of discrimination.** Take corrective action to remedy issues raised in complaints.
- **Insure compliance with subcontractors.** Subcontractors must also be in compliance with EEO requirements.

DeIDOT Contacts

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Bid Opportunities

For hundreds of contracting opportunities, visit DeIDOT's online DBE Web site at www.deldot.gov/information/business/dbe/index.shtml and click on Upcoming Projects.