

# DBE

# Advisory group Meeting

October 13, 2016 – 10:00AM-12:00PM  
6431 Corson Ave S,  
Seattle, Washington 98108

Conference call-in #: 360-709-8060  
Pin # 1072323

## Attendees:

Earl Key, OEO, WSDOT  
Khalia Davis, OEO, WSDOT  
Jackie Bayne, OEO, WSDOT  
Malika Godo, OEO, WSDOT  
Craig David, Construction Office, WSDOT  
Chris Christopher, Construction Office, WSDOT  
Dave Gent, WA Asphalt Pavement Association  
Tom Gaetz, WA Asphalt Pavement Association  
Dave Ddhond't, AGC  
Don McLeod, Jr., NW Laborers  
Dee Riley, Lydig  
Geoff Shook, Atkinson Construction  
Dennis Ahl, Kiewit  
Edwina Martin-Arnold, Skanska  
Van Collins, ACEC

## Agenda

Time	Topic	Presenters
10:00 – 10:10	1. Welcome and Agenda Review	Earl Key
10:10 – 10:20	2. Disparity Study Update and Q&A	Jackie Bayne
10:20 – 10:45	3. Discussion regarding Small Business Program	Earl Key
10:45 – 11:00	4. Discussion regarding Mentor Protégé Program	Earl Key
11:00 – 11:30	5. Discussion ideas for next large group meeting	All
11:30 – 11:45	6. Review of DBE and Agency Focus Group Meeting	Khalia Davis
11:45 – 12:00	7. Discussion regarding Prime Focus Objectives	All

# DBE

# Advisory group Meeting

## Meeting Minutes

1. **WELCOME AND AGENDA REVIEW & INTRODUCTIONS**
2. **DISPARITY STUDY UPDATE AND Q&A**
  - a. Internal data collection will take an additional 6 months.
  - b. Upcoming: two business owner interviews in Seattle: 11/01/2016 & 12/06/2016.
  - c. Group prompted to share any information if needed.
  - d. People will be encouraged to attend in person but written testimonies are allowed.
  - e. Jackie to send a notice/announcement to stakeholder with information on who to send to.
  - f. Expected Disparity study completion Date: May 2017
  - g. In the Disparity study, the % is established based on what is subcontractable (To specify at the business interview)
3. **SMALL BUSINESS PROGRAM (EARL)**
  - a. Proposal sent out to DBE, Prime and agencies. SBE Program is not finalized.
  - b. Next step: AGC, WAPA, ACEC Rep meeting.
  - c. Written materials submitted from AGC for review.
  - d. Implementation date: Sometimes in December. Meeting will be scheduled within a couple of weeks.
  - e. The multiplier is a way to encourage the use of DBEs, no stacking, no double counting. Value placed on individual firms gives credit towards the goal for OEO (Real # vs inflated #).
4. **MENTOR/PROTÉGÉ (EARL)**
  - a. Program came about after meeting with Bob Dyer and Chris Christopher to allow all groups to participate in all projects.
  - b. Hoping to recruit 30 to 50 Mentors.
  - c. Preliminary conversation with AGC. Program will be kept separate from the SBE Program.
  - d. The program should only be applied to state projects with rules close to the federal program in terms of CUF, etc. Those who sign up will have different rules like borrowing equipment, meaningful assistance from prime to DBE, etc.
  - e. Consider Prime challenges to pick the timing and integration of those DBEs in projects.
  - f. Lot of details to be worked out before implementation.
  - g. Implement a straight forward process with no additional signature, scans, etc., to avoid non-responsive bids and confusion.
  - h. Electronic options (see B2G and Ad & Award Process).
  - i. Challenges with DBEs that do not have capacity to respond to big scale projects.
  - j. Everyone in favor of participating in a meeting to "Iron out" the details of the program.
  - k. Earl to rewrite comments and vision of the program and send to group.

# DBE

## Advisory group Meeting

- l. NW Laborers requests a separate conversation with Earl.
  - m. Primes are encouraged to help and be transparent.
- 5. ISSUES TO RAISE AT NEXT LARGE GROUP MEETING**
- a. Simplify processes (Talk to Construction office and make it an agenda item).
  - b. Clarity in voluntary/mandatory goals on Mentor Protégé program to figure out a clean approach.
  - c. Earl to sketch out what the Mentor/protégé program will look like, run by Construction Office, AG's Office and then the group.
- 6. REVIEW OF DBE AND AGENCY FOCUS GROUP MEETING**
- a. DBEs agree that if done right, the Mentor/Protégé program will be more effective
  - b. Mention of issues regarding Bonding and overhead reimbursement (Overhead reimbursement cap: 100,000/yr.)
- 7. OBJECTIVES FOR THIS GROUP**
- a. Simplify processes and reduce paperwork
  - b. What is OEO'S vision for the Mentor Protégé Program? Group needs an understanding of your vision to see if it can be applied in a practical way. In the end, it'll be the Group's vision