

DBE FASTRAC

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Tennessee Department of Transportation, Civil Rights Office

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**WILL YOU
MAKE THE
TDOT PRIME
REPORT CARD
DEANS LIST
FOR
2007-2008?**

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Letting Dates

TDOT DBE Advisory Committee

Purpose

The purpose of the TDOT DBE Advisory Committee is to advise, counsel and assist TDOT's Civil Rights Office through its Small Business Development Program in the planning, development and evaluation of Disadvantaged Business Enterprise activities.

Structure

The committee meets quarterly at TDOT headquarters and is comprised of individuals from the road construction industry, business support organizations, banking, insurance and other partnering state agencies. One DBE firm and one prime contractor sit on the committee from each of the four regions. The diverse

backgrounds and experiences of each committee member provides an excellent opportunity to develop a climate of support and inclusion for workable alternatives on matters unique to the industry.

Objectives

- To assist the Civil Rights Office Small Business Development Program in efforts to enhance the full participation of DBE firms in all facets of road construction projects
- To promote the economic growth of DBEs by identifying resources for working capital, bonding/insurance, educational and technical training

TENNESSEE STATE LEGISLATORS ANNOUNCE A NEW LOAN PROGRAM TO BENEFIT MINORITY BUSINESSES

This month, Tennessee State Legislators announced a new, **\$6.5 million loan program** to benefit small and minority-owned businesses that may have trouble getting bank loans.

The Small and Minority-Owned Business Assistance Program will provide loans of between \$10,000 and \$125,000 to businesses with \$4 million or less in revenues and to businesses in which a woman or minority owns more than half of the business.

includes Rep. Ulysses Jones Jr., D-Memphis, helped put the program together.

Lenders who will originate and service the loans include several governmental organizations and nonprofits, including Southeast Community Capital and the Nashville Minority Business Center.

The program also will provide financial counseling and other help with business problems.

Those interested in applying can find more information at www.tnsmob.org or call 1-866-918-7360

The Legislative Black Caucus of the Tennessee General Assembly, which

Meet...Kim Willis, Columbia Construction, Inc.

Building success in what once was a non-traditional role is a source of pride for Kim Willis. As the dynamic president of Columbia Construction, Inc. located in Columbia, Tennessee, Kim began her career after graduating from Vanderbilt University in Civil Engineering and has excelled in her field for 30 years. As her father was a professional in construction, Kim took an interest in his expertise. When her father retired, she purchased Columbia Construction.

As part of the marketing for Columbia Construction, Kim began pursuing business

with TDOT and became certified as a DBE. Some of the projects that Columbia has fulfilled for TDOT include excavation, concrete work, trenching for underground wiring, provision of hand rails, laying sidewalks, and concrete work around hangars at airports. Ninety percent of the TDOT contracting work provided by Columbia Construction is self-performed. Forty percent of the company's gross revenue is generated through TDOT contracts and federal projects funneled through TDOT.

When asked what factors have

contributed to her success as a TDOT DBE, she emphasizes that marketing is the most challenging factor and pursuing contracts with TDOT will support that effort. "No job is too small" is a rule she follows. Also, working with BRG is a great benefit for Columbia, and Kim stresses the importance of taking advantage of TDOT's training and other programs. Utilizing the resources at TDOT, getting involved, and networking is the advice Kim offers to others seeking success as a DBE.



Columbia Construction Company, Inc.

P.O. Box 398 • Columbia, TN 38402 • Phone: 931-388-0586 • Fax: 931-388-00831

Disadvantaged Business Enterprise Interested Parties List

Prior to every letting, a listing of those DBEs interested in submitting quotes to prime contractors is placed onto the Tennessee Department of Transportation (TDOT) Construction's letting web page. This listing is known as the Disadvantaged Business Enterprise (DBE) Interested Parties List (DIPL) and is used by both the Small Business Development Program (SBDP) and prime contractors. This is a simple and efficient way for DBEs to maximize their visibility to Prime Contractors, thereby increasing the odds of securing a contract. Prime Contractors also benefit from this service by having instant access to a pool of willing, qualified DBEs to select as a subcontractor.

To be included on the Interested Parties List, DBEs first need to review the Notice to Contractors, which is sent out prior to each letting. This memo, distributed by Business Resource Group, provides project descriptions, plans information, and other necessary information concerning the particular contracts for the upcoming letting.

DBEs should also visit the TDOT Construction letting website at www.tdot.state.tn.us/construction/. Once on the page, DBEs may view the Estimated Quantities Report for more specific information about each project, enabling them to provide more accurate quotes. This report can be accessed by navigating through the "Letting" drop-down menu on the left side of the page.

Once a DBE has reviewed both the Notice to Contractors memo and the Estimated Quantities Report, they need to contact the SBDP's Contract Compliance Officer (CCO). The DBE can then contact (preferably by e-mail) the CCO with their bidding intentions. The CCO will then place those intentions onto the DIPL, and submit it for posting on Construction's Internet site. Contact information for the CCO is:

CCO: Virgil White Owl

Phone: (615) 253-1069

Fax: (615) 741-3169

Email: virgil.whiteowl@state.tn.us

Note that DBEs must contact the CCO

two weeks prior to the given letting. If contact is not made within that timeframe, the DBE will not be included on the DIPL for that letting. DBEs missing the "deadline" will still be able to bid on projects, but will not have the exposure that those on the list receive.

Once the list is posted online, prime contractors will download the list from Construction's website. Prime Contractors review the Estimated Quantities to determine what individual work items they plan to subcontract to DBE firms.

Also included on the website is a copy of the DBE listing which shows the contact information and specialty items of each DBE firm that is eligible for DBE work. They then use the information to contact each firm and solicit bids/quotes from those interested DBEs.

While being placed onto the DIPL does not guarantee that a DBE will secure a contract with a Prime Contractors, it is probably the simplest and most effective way of placing their foot in a Prime Contractor's door.

**TDOT Civil Rights Office
Small Business Development Program
DBE/PRIME Contractors Matchmakers**

Jackson Region 4

May 1, 2008 from 8 a.m. – 12 Noon
TDOT Region 4 Office
300 Benchmark Place and I-40
Jackson, Tennessee 38301

Nashville Region 3

May 20, 2008 from 8 a.m. – 12 Noon
TDOT Region 3 Office
6601 Centennial Blvd.
Nashville, Tennessee 37243

Chattanooga Region 2

May 21, 2008 from 8 a.m. – 12 Noon
TDOT Region 2 Office
4005 Cromwell Road
Chattanooga, Tennessee 37422

Knoxville Region 1

May 22, 2008 from 8 a.m. – 12 Noon
Smoky Mountain Resource,
Conservation & Developmental Council
9737 Cogdill Road, Suite 152B
Knoxville, Tennessee 37932

(Knoxville Partners: Smoky Mountain RC&D Council, State of Tennessee ECD BERO Office, Knox County Purchasing and City of Knoxville)

**Construction Management
Development Program and
General Training**

Online training is available for TDOT Certified DBEs. The program includes virtual classroom training, regional onsite workshops and one-on-one consultations. Current classes being offered are:

- Business Planning & Administration
- Financial Management
- Human Resources
- Marketing
- Doing Business with TDOT

A workshop on *How to Market to the TDOT and Prime Contractors* and the *TDOT Matchmaker with Prime Contractors* will be offered during the next round of regional quarterly meetings.

Additional information on time and location will be mailed out in the TDOT DBE Quarterly Meeting Notices.

For further information, contact: Franketta Guinn at (901) 276-0157 or toll free (866) 765-4274. Email: frankettaguinn@bellsouth.net

~ W E L C O M E ~

Recently Certified DBE Firms

Region I

S. A. Occupational Consulting, LLC
Shirley A. Collier
Medon, Tennessee
Healthcare

Region 3

Coleman Trucking, LLC
Chris Coleman
Nashville, Tennessee
Trucking and Hauling

Region 4

OCCUTRAN Treatment Center, LLC
Kelvin Wren
Jackson, Tennessee
Healthcare

Out of State

Geotrack, Inc.
Jonathan Tan
Lake Forest, Illinois
Subsurface Utility Locating, Vacuum
Excavation, Surveying and Mapping

Construction Site Services, LLC
Kathy Wemhoener
Paducah, Kentucky
Wholesale Distributor of Waterworks,
Sanitary Sewer, Fire Main
Underground Service Line Materials
(pipes, valves, fittings, meters and
associated boxes and covers)

Anderson Backhoe
Melvin Anderson
Decatur, Illinois
Clearing and Grubbing; Demolition;
Excavating and Grading; Drainage;
Miscellaneous Concrete

Eaton Construction Company, Inc.
Deborah A. Manson
Circleville, Ohio
Joint Sawing and Sealing



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Civil Rights Office



DBE Supportive
Services Program

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info@businessresourcegroup.biz

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2008 Scheduled Lettings

February 15

March 28

May 9

June 20

August 1

September 19

October 31

November TBA (mowing and litter removal)

December TBA



Disadvantaged Business Enterprise
Supportive Services Program



P.O. Box 383301
Germantown, TN 38183
www.businessresourcegroup.biz

Postage

Mailing Label or Address