**Caltrans Staff Present:**

Guinan, Lori - District 6 Deputy Director for Malcolm Dougherty – District 6 Director  
Prandini, Camillo – District 6 Construction Liaison  
Ward, Desiree – District 6 Commodities Liaison  
Hanif, Nabeelah – District 6 A&E Liaison  
Runge, Pam – District 6 Small Business Supervisor  
Caudle, Morris – District 6 Small Business Liaison  
Mertlik, Kelly – District 6 Small Business Liaison  
Vial, Jody – District 6 Small Business  

**By Videoconference:**

Dunning, Julie – District 10 Deputy Director for Ross Chittenden – District 10 Director  
Sequeira, Alicia – District 10 Small Business Liaison  
Monje, Yvette – District 10  

**By Phone:**

Fonseca, Olivia – Headquarters, Civil Rights

**Council Members Present:**

Garza, Victor – La Raza Roundtable de California  
Leffall, Michael – MEL Investment Systems  
Hunsaker, Debbie – GFACC, Alert-O-Lite  

**By Videoconference:**

Yu, Ming-Chen (M.C.) – Asian American Architects and Engineers of Northern California  
Molina, Jim – San Joaquin County Hispanic Chamber of Commerce  
Guerrero, Paul – California SBE

**Guests By Videoconference:**

Ewing, Carolyn – American Concrete Pavement Association, Southwest Chapter
Welcome/Introductions/Opening Remarks

Lori Guinan welcomed the attendees. Attendees introduced themselves.

**Lori Guinan** - Meeting minutes will now be e-mailed for cost effectiveness.

Motion made to defer minute approval (Julie Dunning). Motion seconded (Camillo Prandini). Motion adopted.

**Item #1: Recent Statewide Information Update:**

**Kelly Mertlik** – Governor placed a spending freeze except for safety and mission critical purchases. Legislative report from May 18 proposes next fiscal year Caltrans funds will decrease in the Capital Outlay Program.

**Item #2: Office of Business and Economic Opportunity Update:**

**Olivia Fonseca** - Statewide council meeting to be held May 28. Discussion will be presented on proposed DBE regulations and goals, and reinterpretations of regulations regarding DBE firms. Effective April 5, 2010 State DOT will report on goals every three years; 13.5% overall goal to be obtained through 6.75 Race Neutral and 6.75 Race Conscious. Goals will be approved for three years, with flexibility. As of April 30, 2010, construction had a 5.7% UDBE participation. City of Los Angeles is no longer certifying UDBE status, Caltrans now doing this service.

**Paul Guerrero** – Asked why race neutral numbers were so low. Hispanics received only .93% of the work.

**Olivia Fonseca** – Will discuss and submit comments at the Statewide council meeting May 28.


**Item #3: District 10 Update – Small Business Exchange:**

**Alicia Sequeria** – Small Business Exchange was held on May 13th. In attendance were: 37 vendors, 53 Caltrans purchasers, 3 outside agencies, and 12 networking vendors. Total of 70 attempted to register. Vendors who registered will be added to the Small Business Vendor Guide. Electronic version will be sent to purchasers. Held a workshop on April 28th for Caltrans purchasers on using the DGS website. Attendance has been low at mandatory prebids. Prime contractors thought contract amounts were too low. Next fiscal year, seven contracts with higher amounts are being highlighted.

**Julie Dunning** – Acknowledges Alicia Sequeira, Lauren Pulido and D10 Director, Ross Chittenden for their roles and accomplishments in the success of the Small Business program.
**Item #4: District 6 Update – Small Business Exchange:**

**Morris Caudle** – Small Business exchange was held on March 18th at the Fresno Fairgrounds; 100 businesses attended, and approximately 160 individuals. Passed out SCORE handout. Will hold a certification workshop on June 14th at the Small Business Administration Office. Partnering with the City of Fresno for the Business Matchmaking Event to be held on August 25th at the Radisson Hotel. Prior to this event, there will be a workshop on June 16th at the Fresno City Hall to discuss the upcoming event, and provide details on 1:1 sessions with buyers and sellers. Robert Padilla moved to the Governor’s Office of Economic Development (GOED). Discussed “Now What” presentation. Will forward information to District 10.

**Lori Guinan** – Acknowledges her staff for a job well done in moving forward with the Small Business Mission. Special thanks to Morris, Kelly, Pam and Jody for their dedication and hard work.

**Item #5: Central Region Calmentor Update:**

**Nabeelah Hanif** – Meeting monthly with Calmentor Steering Committee. Quarterly meetings with entire program. Seven to ten pairs have been matched to date. The next quarterly meeting to be held May 25th at the Caltrans Manchester Office. The Calmentor Annual event is tentatively scheduled for September 22nd with the theme “Connect”.

**Item #6: Statewide Small Business Council Update:**

**Olivia Fonseca** – Statewide Small Business Meeting was held on March 26th. High speed rail is a key point. Caltrans doesn’t have a role in DBE participation for high speed rail. Discussion to have USDOT define their role. Construction committee discussed March 10th decision by Caltrans to remove the prime contractor’s ability to bond around a stop notice; able to offer dispute resolution between prime and subs instead. Local Assistance commented on progress of team compliance review of six city/county DBE requirements. Professional services reviewing legislation for prequalification of A&E firms. Presentation from Office of Engineers on how Caltrans is administering bid openings; on-line, hard copy and provide list of plan rooms. Requested UDBE commitment report to be posted on Office of Engineers website.

**Item #7: Subcommittee Updates:**

**A&E**

**Nabeelah Hanif** – Did not meet.

**Commodities**

**Desiree Ward** – Met April 15th by telephone and attendance was low. Upcoming events and certifying small businesses were discussed. Challenges in finding mentors for mentoring program, so working on awareness of certification.

**Construction**

**Camillo Prandini** – Met April 15th by telephone and attendance was low. Went through district updates, workshops and events. FHWA and prompt payment discussed and definition of a contractor. SB and DBE
website confusion with service and product delivery listing; there needs to be a separation. Olivia will bring up issue to staff.

**Item #8: Mandatory Pre-Bid Update – District 6:**

Held third mandatory pre-bid on March 30th: #06-353414, in Kern County, Kern SR46, Phase 2, and engineer’s estimate was $25.8 million. Granite was the low bidder.

District 5 pre-bid: Monterey County, Airport Blvd. project, 28 attended, Pavex was the low bidder.

**Item #9: Guest Speaker: Carolyn Ewing, American Concrete Pavement Association – Southwest Chapter:**

**Carolyn Ewing** – Explained the association provides education and expertise and offers training workshops. On line at [www.pavement.com](http://www.pavement.com).

**Item #10: Member Items:**

**Paul Guerrero** – Wants attendance figures for the upcoming Statewide July 2010 committee meeting. District 10 will provide.

**M.C. Yu** – Report (hand-out) doesn’t show DBE/UDBE contract amounts. Nabeelah will provide details. Next Friday will receive Statewide numbers.

**Morris Caudle** – Discussed report MC inquired about.

**M.C. Yu** - Discussed high speed rail project.

**Item #11: Public Comment/Good of the Order:**

**Julie Dunning** – Suggested bring VTC up 30 minutes before start of future meetings. Kelly and Alicia will research.

**Action Item 1**: Continue growing construction reports *(Ongoing)*
**Action Item 2**: Look into developing a Minor B and A&E Report if possible. (A&E projects listed) *(Ongoing)*
**Action Item 3**: Move SJVSBC Meetings to third Thursday of alternating months. *(Complete)*
**Action Item 4**: Move SJVSBC Sub-Committee meetings to third Thursday of off months via teleconference. *(Complete)*
**Action Item 5**: Action items to be reviewed at each meeting. *(Ongoing)*
**Action Item 6**: Start bringing in guest speakers to take part in SJVSBC meetings. *(Ongoing)*
**Action Item 7**: Breakdown Report by purchasing and reports. What type of contracts and services including A&E. *(Ongoing)*
**Action Item 8**: Gather prior 2 FY on purchasing and all other data available for contracts. *(Ongoing)*
**Action Item 9**: Look into clarifying the CUCP profile set-up to differentiate between service and product and be able to select workable areas based on whether it is a product or a service. *(Olivia to address with staff)*
Action Items 2 and 7: Will get detailed information by next meeting.
Action Item 8: Working on as part of 2 and 7. More information at next meeting.

Adjourn – Next Meeting Scheduled for Friday, July 23, 2010: Statewide Council Meeting
8:30 p.m. – 11:30 p.m. (Location to be Determined):

The next meeting scheduled is the Statewide Small Business Council on Friday, July 23, 2010 hosted by Stockton Caltrans Office from 8:30 p.m. to 11:30 p.m. VTC will not be available in Fresno and Bakersfield offices. Two hotels are being looked at for availability.

Approved by:

___________________________________________
MALCOLM DOUGHERTY
District 6 Director
California Department of Transportation

Approved by:

___________________________________________
ROSS CHITTENDEN
District 10 Director
California Department of Transportation