



CALIFORNIA DEPARTMENT OF TRANSPORTATION

**Statewide Small Business Council
Meeting Minutes – May 16, 2008**

Manchester Center
2015 E. Shields Avenue, Suite 100
Yosemite Room
Fresno, California
Telephone: (559) 444-2585

Statewide SBC Members Present

Camacho, Julian	HCA	
Chaudhary, Arvin	CELSOC	
Calderon, Josie	MABPA	Alternate
Garcia, Rodrigo	SHPE	
Gil, Dia	GE	Alternate
Golliet, Gene	SDVOB	
Guerrero, Paul	CAL-SBE	
Hou, Johnathan	ABA	
Hunsaker, Debbie	GFACC	
James, John	NAMC	Alternate
Johnson, Bernard	BCA	
Lau, Eddy	AAAE, SFO	
Llewellyn, Rebecca	WCOE	
Quijano, Epifanio	FASAE, Southern CA	
Ramirez, Frank	TAG	Alternate
Yang, William	AAAE, Southern CA	

San Joaquin Valley SBC Members Present

Estrada, Pete	SB/DVBE Alliance
Glover, Sean	DVBE Alliance
LefFall, Michael	TCCBCC
Morris, Ali	KCBBC
Singley, Bob	DVBE Alliance
Tom, Stanley	VSBDC
Yu, Ming Chen	AAAE

Caltrans Staff Present

Kempton, Will	Director	(by teleconference)
Fonseca, Olivia	Civil Rights	Sacramento
Kome, Ajise	D10	Stockton
Alvidrez, Tiffani	Civil Rights	Sacramento
Anderson, Marcelo	D10	Stockton
Bergmann, Peg	Civil Rights	Sacramento
Boulware, La Sonja	D11	San Diego
Bucu, Noel	D6	Fresno
Caudle, Morris	D6	Fresno
Der Matoian, Mark	D6	Fresno
DeWatney, Bonnie	Civil Rights	Sacramento
Dunning, Julie	D10	Stockton
Edwards, Cathleen	Civil Rights	Sacramento
Effinger, Robert	Construction	Sacramento
Everson, Brian	D6	Fresno
Failing, Doug	D7	Los Angeles
Galia, Cris	DPAC	Sacramento
Gastinell, Sherri	Civil Rights	Sacramento
Hanif, Nabeelah	D6	Fresno
Jeffries, Carol	D11	San Diego
Mertlik, Kelly	D6	Fresno
Padilla, Robert	Civil Rights	Sacramento
Pulido, Lauren	D10	Stockton
Rix, Teresa	D6	Fresno
Runge, Pamela	D6	Fresno
Teferi, Tad	D7	Los Angeles
Vial, Jodi	D6	Fresno

Guests Present

Cunningham, Lee	Bay Tank
Roessler, Mike	SBDC
Tahan, Michael	D7-8 (LA/SB) TCM Group

WELCOME/INTRODUCTIONS/OPENING REMARKS

Olivia Fonseca, Deputy Director, Civil Rights, California Department of Transportation (Caltrans)/Statewide Small Business Council (SBC) Chair called the meeting to order at 8:35 a.m. Chair Fonseca welcomed Statewide and San Joaquin Valley SBC members, Caltrans staff, and guests; all were asked to introduce themselves.

Chair Fonseca highlighted the committee meetings held the evening before on Thursday, May 17, 2008, and noted Professional Services Committee Chair Lau had the greatest attendance. The newly formed Local Assistance (LA)/Disadvantaged Business Enterprise (DBE) Committee met for the first time. Chair Fonseca made note that the value of each committee's work is conducted during the monthly committee meetings held the evening prior to the full statewide meetings; in order to comply with Director Kempton's request to minimize travel expenses, some Caltrans staff were unable to attend the meetings.

Kome Ajise, District 10 (Stockton) Director/San Joaquin Valley Small Business Council (SJVSBC) Co-chair, welcomed all in attendance. Mr. Ajise gave an overview on the upcoming construction projects in his District. Councilmember Camacho asked Mr. Ajise to share how he commits to increasing small business (SB) participation in the District. Mr. Ajise shared that his commitment starts at ensuring his management team utilize SBs where possible, attends minority and women business organization and chamber meetings, and has staff conducting outreach.

Director Kempton joined the SBC meeting by teleconference.

The Director reported the May Budget revision proposes \$13.8 billion in expenditures for Caltrans. It includes fully funding Proposition 42 transfer of \$1.43 billion, which represents the fourth consecutive year of Proposition 42 funding, as well as first-time funding for the Post-proposition 1B programs. The proposed budget includes \$4 billion in Proposition 1B appropriations, \$1.2 billion for public transportation and State transit assistance, and \$2.22 billion for State Highway Operations and Protection Program and Maintenance Program.

Architectural and Engineering (A&E) prime consultants continue to excel in meeting SB, Disabled Veteran Business Enterprise (DVBE), and DBE goals. The same cannot be said for the capital (construction) side; as participation continues to be tracked, Caltrans recognizes the need to return to the race-conscious approach to DBE participation. Caltrans is still waiting for approval to return to a race-conscious program.

Governor Schwarzenegger signed an Executive Order to encourage alternative work schedules as a result of the Fix I-5 Project; the contractor is CC Myers. The project initially had a 113 day work schedule and the contractor came in with a new work schedule of 42 days; log on to fixi5.com to answer concerns or questions.

Due to the Fix I-5 project and its commute impact to members for the June SBC meeting, Chair Fonseca asked councilmembers if they would like to postpone the June SBC meeting in Sacramento or continue the meeting in Woodland at the Training Center; councilmembers voiced to have the June meeting in Woodland.

Director Kempton reminded everyone of his commitment to host two separate meetings, one with the Associated General Contractors of California (AGC)/SBC members and the second one with the Consulting Engineers and Land Surveyors of California/SBC members. On June 2, 2008, the AGC and SBC will meet in Sacramento at the Hyatt Regency, downtown Sacramento.

Councilmember Guerrero noted contract bids were coming in at a 20-35 percent savings and was concerned this was due to contractors paying a lower prevailing wage. Director Kempton indicated he will take the concern to the Division of Construction and ensure labor compliance on prevailing wages.

ACTION

Councilmember Llewellyn asked to invite the California Highway Patrol (CHP) Commissioner to a future meeting to discuss construction zone safety. A letter will be sent to Commissioner Farrow, CHP, inviting him to the June or August Statewide SBC meeting.

Director Kempton via teleconference ended.

ITEM 2 – Minutes Approval

Minutes Approval – March 21, 2008

Motion: Councilmember Yang

Second: Councilmember Hou

Approved by consensus.

Minutes Approval – April 18, 2008

Motion: Councilmember Lau

Second: Councilmember Hunsaker

Approved by consensus.

ITEM 3 – Presentation on Calmentor Program

Tad Teferi, Deputy Director, District 7 (Los Angeles), Program/Project Management

Doug Failing, District 7 Director, expressed his appreciation to all staff that was instrumental in the Calmentoring efforts. Mr. Teferi presented the District 7, 8 (San Bernardino), and 12 (Irvine) Calmentor Small Business Mentoring Program (CSBMP) and handed out copies of the *PowerPoint* presentation.

Councilmember Hou remarked that without Caltrans support, the CSBMP would not have been possible and thanked District Deputy Director Teferi for the presentation.

Councilmember Llewellyn asked if the CSBMP is for A&E only. Mr. Teferi indicated District 4 is working on a mentor program on the construction side.

ACTION

Councilmember Camacho asked for the DBE participation on the Calmentor program. The information is to be broken down by:

- Name of the DBE business.
- The amount of dollars awarded to DBEs as a result of their involvement in the Calmentor program.

Mr. Failing was asked to provide the information for the next SBC meeting.

SJVSBC member Ali Morris noted he would like to see a CSBMP in District 6 (Fresno) and apply it to commodities. Mr. Ajise indicated District 6 and 10 will volunteer to establish a CSBMP.

Brian Everson, Chief, Division of Program/Project Management, Central Region announced there will be an A&E Fair in Clovis on October 28, 2008. The main focus of this Fair is to bring SBs face-to-face with A&E prime consultants in an effort to stimulate the use of SB sub-consultants on these contracts and bring contracts down to smaller sizes, as modeled in District 7.

Mark Der Matoian, Chief, Division of Construction, Central Region/District 6 presented the method/steps SBs need to go through to get business with Caltrans in District 6 and how to come talk with Caltrans. He also addressed the great attendance at their mandatory pre-bids.

Councilmembers James and Camacho suggested prime contractors be advised on who should attend the meeting, to bring business cards, and to be prepared to answer what subcontractable items the prime is seeking.

Councilmember Guerrero suggested the districts provide "Look Ahead" outreach events for SBs to pre-plan their attendance.

ACTION

District 6 and District 10 will initiate a pilot Commodities Calmentor Program.

ACTION

For mandatory pre-bids define for prime contractors on what:

- To bring.
- To share as available for sub-bid.
- Staff should attend.

ACTION

Post "Look Ahead" outreach events for SBs to schedule attendance. Ms. Ann Blazina, District Small Business Liaison Coordinator, Civil Rights will post the listing on the Civil Rights Website.

ITEM 4 – SJVSBC/District 10 Report

Kome Ajise, District 10 Director

Mr. Ajise reported on the Minor A/B Contract Awards—handouts provided. Commodity/A&E/Construction sub-committee video teleconference meetings discussed, schedule provided, and handed out.

District 7 Report – Doug Failing, District 7 Director

Mr. Failing reported on State and federal contract data, and provided hand outs on reported data.

District 11 (San Diego) Report – LaSonja Boulware, Manager, Business Services

Ms. Boulware reported on the following items:

- March 26 - Procurement Fair
 - 140 of the 190 that registered attended; there were 63 walk-in registrants.
 - \$200,336 worth of commodities was purchased the day of the Fair, which brings the purchase total-to-date to \$308,974.
 - The cut-off date for all SB goods and services purchase is May 31, 2008.
- April 4 – A&E Networking Fair
 - 300 in attendance; 240 registered attendees and 60 exhibitors.
 - 162 firms; 96 SB, 25 large/prime businesses, 41 not identified.

- Mandatory Pre-Bid Survey Update – 68 Contractors attended; 35 primes/33 subs.
- Operation Opportunity 2008 - Tuesday, May 13, 2008; making the connection with the San Diego SB Community.
- San Diego Construction Opportunities Summit - May 20, 2008; San Diego County Water Authority Board Chambers.

ACTION

Councilmember Camacho reviewed handouts and requested Statewide SBC members meet with Pedro Orso-Delgado, District 11 Director regarding the D11 goal attainments. Ms. Boulware will work with Chair Fonseca to confirm a meeting date and time. Councilmember Camacho will be the chair of the meeting. Statewide SBC members who agreed to be a part of this meeting:

- Josie Calderon
- Olivia Fonseca
- Gene Golliet
- Paul Guerrero
- Bernard Johnson
- Eddie Lau
- Rebecca Llewellyn

ACTION

Councilmember Garcia asked that the Award Tracker link be provided to the membership.

ACTION

Distribute district SB meeting minutes to all district SBC and Statewide SBC members.

ACTION

Councilmember Guerrero requests an explanation on how a prime contractor, after execution of a contract, can add subcontractors to its contract. Refer question to District 4.

ITEM 5 – Statewide Committee Reports

Committees met prior to the full council meeting and discussed 2008 Action Items; refer to the Committee Action Item listing handout for updates.

Supportive Services Committee

Councilmember Garcia reported the Support Services Committee is moving to oversight mode after June; goals of the Committee have been met.

Local Agencies Committee

Councilmember Guerrero reported the following new action items for the Committee:

1. Provide district LA engineers with training on the DBE regulations and program implementation.
2. Request a copy of the *Local Agency Program Manual*, Chapter 9 and a copy of the Race Neutral Implementation Agreement.
3. Recommend each subrecipient provide funding to support additional Small Business Development Centers (SBDC) for their areas.
4. Recommend each subrecipient advertise their federal funded projects in minority/women trade papers.

Professional Services Committee

Councilmember Lau reported the following new action items for the Committee:

1. Requested the Statewide Professional Services Committee be more engaged with the SJVSB Professional Services Committee.
2. Invite Emilio Flores, Audit and Investigations to provide an update on cognizant audit.
3. Request from Division of Procurement and Contracts a listing of who has been awarded *Inspection and Testing Contracts* for the last five years.

ITEM 6 – Public Comment/Good of the Order

1. The June Statewide SBC meeting will be held at the Woodland Maintenance Training Center; recommended hotel lodging will be provided. The meeting will begin at 9:00 a.m., instead of 8:30 a.m.
2. The SBC committee meetings for July 17, 2008, will be held at Councilmember Guerrero's home; information on location, direction, and time will be provided.
3. The July 18, 2008, Statewide SBC meeting will be hosted by the Stockton SBDC; information will be provided.

Meeting adjourned: 11:45 a.m.

Next meeting: Friday, June, 20, 2008 at 9 a.m.
Woodland Training Center
624 N. East Street
Woodland, California
(530) 662-0256

Approved by:



OLIVIA FONSECA
Deputy Director, Office of Civil Rights
California Department of Transportation