- Welcome
- Introductions
- Port of Seattle – DBE Program Overview
  Lisa Phair, Disadvantaged Business Enterprise Manager
- Sound Transit – DBE Program Overview
  Tanya Motta, Senior Small Business Program Specialist
- Washington State Department of Transportation – DBE Program Overview
  Nina Jones, Business Diversity and Inclusion Manager
  Diane Gard, DBE Support Services
- Q&A & Networking
Diversity in Contracting

Lisa Phair
DBE Program Manager
Phair.l@portseattle.org

&

Mian Rice
Director, Diversity in Contracting Department
Disadvantaged Business Enterprise Liaison Officer (DBELO)
rice.m@portseattle.org
Founder in 1911 by a vote of the people as a special purpose government, the Port of Seattle’s mission is to promote economic opportunities and quality of life in the region by advancing trade, travel, commerce, and job creation in an equitable, accountable, and environmentally responsible manner.

The Port owns and operates Seattle-Tacoma International Airport (SEA), Fishermen’s Terminal — home of the North Pacific fishing fleet — and public marinas. The Port also owns two cruise ship terminals, a grain terminal, real estate assets, and marine cargo terminals through its partnership in the Northwest Seaport Alliance.

Port operations help support nearly 200,000 jobs and $7 billion in wages throughout the region. Over the next 15 years, the Port’s Century Agenda seeks to create an additional 100,000 jobs through economic growth while becoming the nation’s leading green and energy-efficient port.
The PORT promotes equitable opportunities for all businesses to participate in the performance of its contracts. It is the intention of the PORT that consultants, subconsultants, contractors, subcontractors, and suppliers shall be afforded equal opportunities while providing materials, supplies and services for and to the PORT.

It is a priority for the PORT to expand our efforts to increase Women & Minority and Disadvantaged Business Enterprises participation in PORT contracts and develop tools to ensure that WMBEs & DBEs are afforded fair and equitable opportunities to compete for PORT contracts and be successful.
Diversity In Contracting
Women and Minority Business Enterprises Program
WMBE
In January 2018, the Port of Seattle Commission passed the Diversity in Contracting Policy Directive (Resolution 3737) with the purpose of increasing the participation of women and minority business enterprises (WMBE) in the Port's contracting for public works, consulting services, supplies, material, equipment, and other services. This directive works to identify affirmative efforts to afford WMBE enterprises the opportunity to meaningfully participate in Port of Seattle contracts. To support this effort, the Port of Seattle has established the following:

• Executive level accountability
• Port-wide goal setting and reporting processes, requiring annual goals and performance targets
• Enhanced compliance and tracking of key performance objectives, and more

Goals and Five-Year Benchmarks
• Triple the number of WMBE firms doing business with the Port
• Increase to 15% the amount the Port spends on WMBE contracts
Diversity In Contracting
Disadvantaged Business Enterprises Program
DBE
Disadvantaged Business Enterprise (DBE) means a for-profit small business that is at least 51% owned by one or more individuals who are both socially and economically disadvantaged and whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

- In order to be eligible for a DBE certification a firm must be organized for profit
- A non-profit organization is not eligible for a DBE certification, including firms organized under 501 (c) tax code

To be eligible for a DBE certification a firm must be a small business as defined by the SBA. To qualify as a small business under the DOT DBE regulation no firm may exceed the DOT gross receipts cap of $28.48 Million in gross receipts.

Economic Disadvantage: Socially disadvantaged individuals claiming to be economically disadvantaged must demonstrate that they have a personal net worth that does not exceed $1.32 million. The personal net worth cap is only applicable to the socially and economically disadvantaged individuals whose ownership is relied on for certification. The cap is applicable separately to each of these individuals.
Members of the following groups are rebuttably presumed to be socially disadvantaged:

- Black Americans
- Hispanic Americans
- Native Americans
- Asian-Pacific Americans
- Subcontinent Asian Americans
- Women

*Any other additional groups designated by SBA and or agency disparity study*
The DBE program is designed to accomplish the following:

- Establishment of a DBE Program
- Overall Goals – established triennially-covering three year period
- Reporting of Accomplishments – annually for airports-FAA funded recipient
- Certification of participating firms – ongoing
- Compliance, Monitoring and Enforcement - ongoing
Program Responding to:

- Overt discrimination in projects
- Rejection of business loans
- Earning gaps between genders
- Non-level playing field
- Impediments to small business entry into the marketplace
DBE Program Objectives

- Ensure nondiscrimination in the award and administration of DOT-assisted contracts.
- Create a level playing field on which DBEs can compete fairly for DOT-assisted contracts.
- Ensure that the DBE Program is narrowly tailored in accordance with applicable law.
- Ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs.
- Help remove barriers to the participation of DBEs in DOT-assisted contracts;
- Promote the use of DBEs in all types of federally-assisted contracts and procurement activities.
- Assist the development of firms that can compete successfully in the market place outside the DBE Program.
- Make appropriate use of the flexibility afforded to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.
- Identify business enterprises that are qualified as DBEs and are qualified to provide the Port of Seattle the required materials, equipment, supplies and services; and to develop a good rapport with the owners and management of those business enterprises.
- Develop communication programs and procedures that will acquaint prospective DBE’s with Port of Seattle contract procedures, activities and requirements that allows DBEs to provide Port of Seattle feedback regarding existing barriers to participation and effective procedures to eliminate barriers.
- Administer the DBE program in close coordination with the various Port of Seattle departments so as to facilitate the successful implementation of the program.
- Foster participation by small businesses by implementing the strategies set forth in this DBE program
- Promote the use of all types of DBEs.
Anticipated overall FY 2023-2025 DBE goal considerations:

- FY 2023 Anticipated DBE goal is 48%
- FY 2024 Anticipated DBE goal is 11%
- FY 2025 Anticipated DBE goal is 16%

Sum of FY 2023-2025 anticipated DBE goal is 75%
divided by 3 = 25%

After calculating a base figure of the relative availability of DBEs, we average the based figure for FY 2023-2025 to arrive at an overall goal of 25%
Register in Vendor Connect:

The Port's Procurement & Contracts information database. VendorConnect allows firms interested in doing business with us to access a one-stop resource portal for our contracting opportunities. External users have the ability to:

• Reach Port buyers and Procurement Specialist
• Receive emails about Port events and business opportunities
• View the contracting event calendar
• Market their business to Port staff and external businesses, including primes seeking subcontractors to partner with on upcoming contracts.
Welcome to the Port of Seattle VendorConnect

Due to the everchanging COVID-19 situation and the healthcare professional and state guidance provided, all public gatherings, such as pre-bid meetings and bid openings will be held virtually. This information will be provided in more detail as it applies to the particular requirement and interested vendors should monitor VendorConnect closely for changes.

Port of Seattle VendorConnect provides procurement and contract information for construction, consulting, and goods and services. This is also the one stop location for registering to be on the following rosters: small works (construction less than $300,000), consulting services, and goods and services.

To begin, you must register yourself and then find or add your business. If you were in our old system, and this is your first time logging in you must recreate your login account. To do this, click the "REGISTER/LOGIN" button below, then the "Sign up now" link on the login screen.

You may search our solicitations, vendors, and view the event calendar as a guest.
<table>
<thead>
<tr>
<th>CONSTRUCTION OPPORTUNITIES</th>
<th>DESIGN OPPORTUNITIES</th>
<th>GCCM OPPORTUNITIES</th>
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</thead>
<tbody>
<tr>
<td>NORTH EMPLOYEE PARKING LOT PHASE I</td>
<td>CONCOURSE A DUTY-FREE EXPANSION</td>
<td></td>
</tr>
<tr>
<td>TERMINAL SOLID WASTE IMPROVEMENTS</td>
<td>LANDSIDE PAVEMENT PROGRAM (Original Plan)</td>
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</tr>
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<td>CHECKPOINT 1 RELOCATION</td>
<td>BAGGAGE CLAIM DEVICES 15 &amp; 16</td>
<td></td>
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<tr>
<td>STS FIXED FACILITIES - ELECTRICAL</td>
<td>IWTP CONTROLS CONVERSION</td>
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<td>APARTMENTS NOISE PROGRAM - Group 1 &amp; 2</td>
<td>SINGLE PIERS ON CONCOURSE D</td>
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<td>2023 AIRFIELD IMPROVEMENT PROGRAM</td>
<td>MAIN TERMINALS IMPROVEMENTS PROGRAM</td>
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<td>AIRFIELD UTILITY IMPROVEMENTS 2023 - 2025</td>
<td>IWTP PROGRAM</td>
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<td>PERIMETER INTRUSION DETECTION SYSTEM</td>
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<tr>
<td>SNOW STORAGE EXPANSION 2023/2024</td>
<td>EASTSIDE FIRE STATION</td>
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<td>RESTROOM UPGRADES CONCOURSE B,C,D PHASE 5</td>
<td>CONCOURSES - LOW VOLTAGE SYSTEM UPGRADE</td>
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<tr>
<td>PORT SHARED- USE LOUNGE CONCOURSE A</td>
<td>CARGO BUILDING 161E RETRO &amp; COMMISSIONING</td>
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<tr>
<td>WIDEN ARRIVALS APPROACH</td>
<td>CONCOURSES - LOW VOLTAGE SYSTEM UPGRADE</td>
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<tr>
<td>COMMUNICATION ENHANCEMENTS</td>
<td>S CONCOURSE RENOVATION / RENEWAL</td>
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<td>TELECOMMUNICATIONS MEET ME ROOM-FIBER</td>
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<td>S 188th ST TUNNEL LIGHTING - DESIGN BID BUILD</td>
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<td>PROGRAM MANAGEMENT</td>
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</table>
Diversity in Contracting is preparing for two training programs geared towards WMBE and small businesses which will be occurring this Fall. Both are meant to continue building a diverse bench of suppliers and vendors who can advance the Port's services, efficiency, and sustainability. The Accelerator Program is an intense cohort program for businesses that already have some experience with government contracting while the Advanced PortGen training series is a drop-in webinar series geared towards businesses that have little or no experience with government contracting.

**Business Accelerator Program Applications Open**
- The second annual Business Accelerator will be held in partnership with the Northwest Mountain Minority Supplier Development Council (NMMSDC).
- The eleven-week intensive training and mentorship program will cover key projects and professional skills that are essential to growing a business.
- Through the program, businesses will build lasting relationships with industry and agency representatives, while preparing for contracting opportunities at the Port and beyond.
- It will run from September 7 – November 16 (11 weeks)

**Advanced PortGen Training Series**
- The seven training workshops will cover basic projects and professional skills that are essential to managing a business.
- Participants will be introduced to procurement opportunities with the Port of Seattle while being connecting with technical assistance agencies, and networking with decisionmakers from a variety of public agencies.
- It will run from August 23 – October 4 (7 weeks)

**Upcoming events**
- AMAC S.O.A.R.S Sharing Opportunities & Resources In Aviation Summit-August 2 & August 3
- Maritime Industry Day- Last week of September to showcase opportunities in the maritime division to WMBE businesses
- Airport Maintenance Goods presentation – Some time in October. To facilitate relationships between WMBE/DBE suppliers and AV maintenance purchasing team
United States Department of Transportation (USDOT) – US Office of Civil Rights DBE Program
https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise

Office of Minority Women’s Business Enterprise (OMWBE) Washington
https://omwbe.wa.gov/

49 CFR Part 26
https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl

Department of Labor
www.dol.gov

Federal Aviation Administration
www.faa.gov

Port of Seattle – Diversity in Contracting
https://www.portseattle.org/business/bid-opportunities
Diversity Program Requirements

Tanya Motta
Senior Small Business Program Specialist
Program Elements

- Disadvantaged Business Enterprise Program
- Small Business Program
- Nondiscrimination Provisions
DBE Program

- Required when using FTA funds.
- Developed and administered by Sound Transit.
- Submitter, consultants, and sub-consultants may not unlawfully discriminate and shall afford equal opportunity.
- Submitters should solicit DBE participation.
- It is strongly suggested you maintain documentation of DBE outreach efforts.
Determination of goal

Prospective Subcontracting Opportunities Identified by Sound Transit

Availability of Small Businesses in Relevant NAICS Codes

Contract Goal
DBE Eligible Firm

Firms MUST be certified through the Office of Minority & Women’s Business Enterprises. www.omwbe.wa.gov
SBE eligibility criteria

SBE Eligible Firm

Certified Minority, Women, or Disadvantaged Enterprises

Small Business Administration (SBA) Size Standards
Good Faith Efforts

Bidder Must Exercise and Document Good Faith Efforts

Submit Documentation if Requested
Vendor Registration and Procurement Opportunities
Sound Transit (Central Puget Sound Regional Transit Authority) has partnered with Biddingo.com to provide information regarding contracting opportunities at Sound Transit. All guests to our site can view solicitations, bid results and solicitation award information. If you are interested in working with Sound Transit please register using the Vendor Registration button below in order to receive email notifications about upcoming projects in your field(s) of interest. Doing so will enable you to download solicitation documents, associated addenda and will contain information about how to respond to the solicitation. Sound Transit is an Equal Opportunity Employer and encourages Minority, Women and Disadvantaged Business Enterprises to participate in the competitive procurement process. Firms are also advised that Sound Transit expects contractors, consultants, and vendors to adhere to certain Sound Transit policies while on Sound Transit's premises or when communicating with Sound Transit employees. In addition to advertising contract opportunities here on the agency's solicitation web site, it is also Sound Transit's policy to advertise solicitations greater than $250,000 in the Daily Journal of Commerce. This site is intended to meet the requirements of RCW 39.04.155.

https://portal.biddingo.com/landingpage/soundtransit
Complete your Registration in 3 easy steps!

- Step 1. Identify and Select all applicable Commodities.
- Step 2. Create your User ID and Password.
- Step 3. Complete your Company Profile.

Selecting the accurate products, services and/or constructions categories that your company provide will ensure you receive the most relevant invitations.

Click here for Instructions on Category Selection

**Sound Transit** utilizes a modified version of the **North American Industry Classification System (NAICS)** to categorize their solicitations. Select all commodity codes that apply to your business.

You can select commodity codes by:

- Browsing through the 3 digit codes and descriptions below. Click on the “+” sign to expand and view the 6 digit NAICS codes. Select your commodity codes by clicking on the empty box. Your selections are automatically saved when you place a check mark next to the 6 digit codes. To deselect, just uncheck.

- Using the “search” functionality to look for keywords or NAICS commodity codes. After performing a search, click on the “+” sign to expand. Select your commodity codes by clicking on the empty box. Your selections are automatically saved when you place a check mark next to the 6 digit codes. To deselect, just uncheck. You can do additional keyword searches to select additional commodity codes.

To see your selections click on “View Selected”. Click on “Continue Application” to proceed.

Continue Application
112 Animal Production and Aquaculture

236 Construction of Buildings

237 Heavy and Civil Engineering Construction

- 237110 Water and Sewer Line and Related Structures Construction
- 237120 Oil and Gas Pipeline and Related Structures Construction
- 237130 Power and Communication Line and Related Structures Construction
- 237130A Utility and Power Engineering Services
- 237130B Structural Bridge/Walls/Civil
- 237210 Land Subdivision
- 237310 Highway, Street, and Bridge Construction
- 237990 Other Heavy and Civil Engineering Construction
- 237990A Construction Management
- 237990B Track Engineering
Sound Transit Online Vendor Registration Form

* = Required Fields

Step 2. Create User ID and Password

Enter your email address

Click ‘Verify’ to search the Biddingo.com database to ensure your User ID does not already exist.
Sound Transit Online Vendor Registration Form

* = Required Fields

>Step 2. Create User ID and Password

<table>
<thead>
<tr>
<th>User ID (E-mail) *</th>
<th><a href="mailto:tanya.k.motta@gmail.com">tanya.k.motta@gmail.com</a></th>
<th>Verify</th>
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*Click 'Verify' to search the Biddingo.com database to ensure your User ID does not already exist.

This User ID is available. Please create a password to continue.

<table>
<thead>
<tr>
<th>Password *</th>
<th>6-16 characters (Aa-Zz, 0-9 only)</th>
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<tr>
<th>Re-enter password *</th>
<th></th>
</tr>
</thead>
</table>

next
Sound Transit Online Vendor Registration Form

Step 1: Select Categories
Step 2: Vendor Form
Step 3: Verification

Sound Transit
Procurement and Contracts Division
401 South Jackson Street
Seattle WA 98104
Web Add: http://vendorportal.soundtransit.org

>Step 2. Vendor Registration (1 page to Complete)

NOTE: * = Mandatory
All fields marked mandatory have been set by Sound Transit.

Save & Go to Verification  Go Back
### Registrant's Name and Address for Solicitations

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<tr>
<th>Field</th>
<th>Value</th>
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<tr>
<td>Company Name</td>
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<tr>
<td>(Full Legal Name)</td>
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<tr>
<td>Web Address</td>
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<tr>
<td><strong>Small/Disadvantaged Business Information</strong></td>
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<td>--------------------------------------------</td>
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<td><strong>Ethnicity</strong></td>
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<tr>
<td><strong>Certified Minority or Woman Owned Business in WA</strong></td>
<td>○ Yes ○ No</td>
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</table>
| **If Yes, Then Select All That Apply:** | | □ MBE
□ MWBE
□ WBE
□ SBE
□ DBE |
| **U.S. Small Business Administration Program** | ○ Yes ○ No |
| **Small Business - King County Small Contract & Supplier (SCS)** | ○ Yes ○ No |
| **Disability Owned Business** | ○ Yes ○ No |
| **Date Firm Established (select first day of applicable month)** | (MM/DD/YYYY) |
| **Annual Gross Receipts** | Less than $500K |
NOTE: In order for your registration to be successfully saved in the vendor database, you MUST click Submit Registration Form.

You have selected the following codes.

237 Heavy and Civil Engineering Construction

- 237110 Water and Sewer Line and Related Structures Construction
- 237120 Oil and Gas Pipeline and Related Structures Construction
- 237130 Power and Communication Line and Related Structures Construction
- 237130A Utility and Power Engineering Services
- 237130B Structural Bridge/Walls/Civil
- 237210 Land Subdivision
- 237310 Highway, Street, and Bridge Construction
- 237990 Other Heavy and Civil Engineering Construction
- 237990A Construction Management
- 237990B Track Engineering
Thank you for completing the Vendor Registration for Sound Transit

Thank you!

Your application has been submitted successfully!

Congratulations! You have successfully registered as a Sound Transit Vendor.

Questions can be directed to Customer Care at

(323) 206-4114  info@diddingo.com
## Design & Construction

<table>
<thead>
<tr>
<th>Procurement Title</th>
<th>Procurement ID</th>
<th>Procurement Process</th>
<th>Phase</th>
<th>Solicitation</th>
<th>Pre-Bid Meeting</th>
<th>Submittals Due</th>
<th>NOIA or NOA</th>
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<tr>
<td>On-Call Land Use Planning and TOD A&amp;E Services</td>
<td>0051-22</td>
<td>Written Quote(s)</td>
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## Construction

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<tbody>
<tr>
<td>P1392 DSTT Bird Mitigation</td>
<td>0055-22</td>
<td>Competitive Bid</td>
<td>Advertising</td>
<td>6/30/2022</td>
<td>7/13/2022</td>
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<td>8/26/2022</td>
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## General Contractor / Construction Manager Sub-Contracts Procured by Sound Transit

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<tr>
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<th>Submittals Due</th>
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</table>

This bi-weekly report includes procurements estimated to cost $250K or more, and are anticipated to be awarded up to 18 months out. For more information on active solicitations, please visit the ST Vendor Portal.

NOIA - Notice of Intent to Award
NOA - Notice of Award

Central Puget Sound Transit Authority | Procurement & Contracts Department

7/15/2022
## MATERIALS, TECHNOLOGY and SERVICES

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<th>Procurement Process</th>
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<td>9/30/2022</td>
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Types of Work Available & Alternative Construction Delivery Methods
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<th>Goods &amp; Services</th>
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<th>Construction</th>
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<tr>
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<td>Environmental</td>
<td>Plumbing</td>
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<td>Maintenance</td>
<td>Value Engineering</td>
<td>HVAC</td>
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<td>Rolling Stock</td>
<td>Noise Monitoring</td>
<td>Trucking</td>
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<tr>
<td>Non-Revenue</td>
<td>Surveying</td>
<td>Landscape</td>
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<tr>
<td>Vehicles</td>
<td>Mapping</td>
<td>Horizontal/Vertical</td>
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<td>Equipment</td>
<td>Vibration Monitoring</td>
<td>Traffic Control</td>
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<td>Financial Services</td>
<td>Estimating</td>
<td>Site Security</td>
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<td>Construction Management</td>
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</table>
Alternative Construction Delivery Methods

Job Order Contracting (RCW 39.10.420)

- Prime contractor maintains roster of qualified firms
- Construction, repair and renovation work on an as-needed basis
- Work orders cannot exceed $350k. May not exceed $4M per year.

Design Build (RCW 39.10.300)

- Qualifications and price based
- Prime Contractor can select subcontractors

General Construction/Construction Management (RCW 39.10.340)

- Qualifications and price based
- Prime Contractor must publicly bid all subcontract work (Except Heavy Civil)
- Subcontract work based on low price
OFFICE OF EQUAL OPPORTUNITY

Roger Millar, Secretary of Transportation
Amy Scarton, Deputy Secretary of Transportation
Public Works Contracts

- HIGHWAYS
- BRIDGES
- MARINE
- RAIL
- REST AREAS
- FACILITIES
- TUNNELS
- FERRY TERMINALS
- RESURFACING
- SIGNING
- REHABILITATION
- PAINTING
- NEW
- CONSTRUCTION
- STRIPING &
- MARKING
- SLOPE
- STABILIZATION
- ADA
- IMPROVEMENTS
- FISH BARRIER
- REMOVAL
- SAFETY
- IMPROVEMENTS
Roles

- PRIME CONTRACTOR
- DESIGN-BUILDER
- SUBCONTRACTOR
- SUPPLIER
- VENDOR
- MANUFACTURER
- DESIGNER
- CONSULTANT
- OTHERS
Doing Business

https://wsdot.wa.gov/Business/default.htm
Call For Bids

https://www.wsdot.wa.gov/biz/contaa/AD.pdf
Prequalification

https://www.wsdot.wa.gov/biz/contaa/prequal/default.htm

Prequalification ensures that our bidders can do the job

Work Experience
- Based on completed contracts.
- Project owners rate contractors using a form.
- Project total is broken out into “classes of work.”
- Only work self-performed can be used.
- Only work that is standard or above will count (no marginal comments).

Financial Resources
- Updated each year.
- Based on audited or reviewed financial statement.
- Net worth is multiplied by a factor based on the number of successfully completed past projects.
Small Works Roster

https://www.wsdot.wa.gov/biz/contaa/prequal/default.htm

Qualifying for the Small Works Roster does not require submittal of a financial statement.

- Limited to projects estimated at $350,000 or less
- Only those on the roster receive notice
- A good way for smaller contractors to start doing business with WSDOT
Electronic Bidding

https://www.wsdot.wa.gov/biz/contaa/electronicbidding.htm
Bid Results

https://www.wsdot.wa.gov/biz/contaa/BidOpening/default.htm
Bid Tabulations

https://www.wsdot.wa.gov/biz/contaa/BIDTAB/default.htm
Design-Build Contracts

https://www.wsdot.wa.gov/biz/contaa/ProjectContracts/DESIGNBUILDCONTRACTS/default.htm
Upcoming Contracts

https://www.wsdot.wa.gov/biz/contaa/FUTURE.htm
Services Available

OFFICE OF EQUAL OPPORTUNITY
DISADVANTAGED BUSINESS ENTERPRISE SUPPORT SERVICES AND BUSINESS DEVELOPMENT PROGRAM

WHAT IS THE VALUE?
All services provided by the Office of Equal Opportunity (OEO) are at no-cost to Disadvantaged Business Enterprises wishing to work on WSDOT and Local Agency Highway-related projects.

HOW ARE THEY DELIVERED?
* One-on-one time with the Office of Equal Opportunity’s Business Development Advisors and partner agencies.
* WSDOT’s business consultants specializing in areas including: accounting, marketing, bonding, etc.
* With input more services can be added, just ask OEO.

WHO CAN GET THEM?
Support Services are available to DBEs certified in the highway construction industry to include construction companies, consultants, regular dealers, and manufacturers.

HOW TO GET THEM?
* A firm must be certified as a DBE through the Office of Minority & Women’s Business Enterprises.

THE DBE SUPPORT SERVICES PROGRAM OFFERS ASSISTANCE IN THE FOLLOWING AREAS

ACCOUNTING PRACTICES:
- Bookkeeping
- Understanding indirect cost rate
- Federal Acquisition Rules
- Pricing
- Audit preparation
- Tax advice
- Reporting
- Best practices

BID PREPARATION:
- Understanding the submission process
- How to prepare a proper response
- Submit a bid, and scope letter

BONDING ASSISTANCE:
- Understanding requirements

BUSINESS PLAN:
- Business plan creation and development

CHANGE ORDER ASSISTANCE:
- Understanding, getting a second look

INFORMATION TECHNOLOGY SUPPORT:
- Technical support to assist with IT utilization

MANAGING OPERATIONS:
- Dealing with the day-to-day

MARKETING:
- Networking and marketing assistance for contractors and professional service providers

PROMPT PAY ADVICE:
- Filing statement of intent, record of materials, certified payrolls

SALES ADVICE:
- In person and over the phone

SCHEDULING:
- Understanding requirements from higher-tier contractors

WORKFLOW MANAGEMENT:
- Understanding logistics of people, power, and materials movement
Capacity Building Mentorship Program

The program's mission is to support and build capacity for underrepresented firms in obtaining contracts aligned with their availability on transportation projects.

www.capacitymentorship.com
Diversity Roadmap

State Funded Contracts - Diversity Roadmap

2017 Current Voluntary Measures:
- Goals and Contract Language
- Inclusion Plans
- Community Engagement
- Technical Assistance
- Capacity Building & Membership Program

Progress is currently defined as:
- New WSDOT subcontracts and subcontractors
- New private sector contracts
- Increased bonding
- Increased gross receipts
- Increased bidding
- Decreased disparity

Are we seeing progress toward the Governor’s Goals?

YES
Stay with current program

NO
Implement New Race & Gender Neutral Measures

SPRING 2021
Race and Gender Neutral Measures:
- Mandatory Small and Veteran Business Enterprise Program
- Condition of Award Goals
- Inclusion Plans
- Overhead Reimbursement
- Good Faith Efforts
- Sanctions

Are we seeing progress toward the Governor’s Goals?

YES
Stay with current program

NO
Implement New Race & Gender Conscious Measures

2023 Race and Gender Conscious Measures:
- Mandatory Minority, Veteran and Women’s Business Enterprise Program

Spent on State Funded Contracts SFY20 vs SFY21

MORE INFORMATION
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Policy Manager
WSDOT Office of Equal Opportunity
360-705-7084
Bayne@wsdot.wa.gov

With Disabilities Act (ADA) Information: This material can be made available in an alternate format by calling the Essential Services Office at (360) 530-0780. Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Title VI Notice to Public: It is the Washington State Department of Transportation’s (WSDOT) policy to ensure that no person in the State shall, on the grounds of race, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his or her Title VI of the Civil Rights Act of 1964 has been violated, may file a complaint with WSDOT’s Office of Civil Rights (OCR). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OCR-Triad Coordinator at (360) 705-7080.
Diversity Roadmap

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QUESTIONS?
Thank You