

Caltrans Statewide Small Business Council – Meeting Record
 District 12 Office, 3347 Michelson Drive, Irvine, CA 92612

May 17, 2013, 8:30 a.m. to 12:15 p.m.

Action/Task	Who is responsible/ presented	By when	Status
A. Meeting called to order at 8:42 a.m. by René Halverson, Assistant Director, OBEO and Council Chair.			
B. Action Items to Date	René Halverson		
Carry over from the July 2012 SBC meeting:			
<ul style="list-style-type: none"> Provide data tracking DBE utilization performance of primes and subs, specifically, professional service (A&E) contracts. 	Ramon Carlos	7/19/13	ASSIGNED – Mr. Carlos continues to with Mr. Lau on this matter.
Carry over from the November 2012 SBC meeting:			
<ul style="list-style-type: none"> How many SBs have used set asides in California and across the U.S.? Outcomes? 	Ramon Carlos	7/19/13	ASSIGNED – work continues on this; progress report during the next SBC meeting.
Carry over from the January 2013 SBC meeting:			
<ul style="list-style-type: none"> Coordinate events to bring Specialty Contractors and DBEs together with the primes. 	Julian Camacho	7/19/13	ASSIGNED – Mr. Camacho was again not present to provide an update on this action item; to be carried forth to the next SBC meeting.
Carryover from the March 2013 SBC meeting:			
<ul style="list-style-type: none"> During pre-bid conference, notify participants the DBE goal can be reached through purchase of contract specific commodities or consultant services from DBE vendors. 	Ramon Carlos and Mario Solis to coordinate	7/19/13	ASSIGNED – representatives from DPAC, OBEO, and the Office Engineer met the week of May 13 to begin their discussion on this matter; update will be provided during the July SBC meeting.
ACTION ITEMS from the May 2013 SBC meeting: [note – items that have been completed will be removed from the list.]			
ACTION ITEM #1: Research and determine the most appropriate course of action in regards to the council's request to develop policy and guidelines to require Caltrans use domestic, not foreign, engineers.	René Halverson	7/19/13	ASSIGNED – progress report due during the July SBC meeting.
ACTION ITEM #2: Send council members the link to the audit conducted by the Office of the Inspector General of the FHWA DBE Program.	Carole Ching	6/18/13	COMPLETED – link provided by Lance Yokota, FHWA emailed to Council Members.
ACTION ITEM #3: Send council members the full report used by Chair Halverson in her presentation about the DBE Participation Committee.	Carole Ching	6/18/13	COMPLETED – full report sent to Council Members.
ACTION ITEM #4: Send council members the OCTA Facebook link.	Carole Ching	6/13/13	COMPLETED – link emailed to Council Members.
ACTION ITEM #5: Provide council members with roster and contact information of Caltrans District Small Business Liaisons (DSBL) to provide as a resource to SBs.	Carole Ching	6/18/13	COMPLETED – list sent to Council Members.
Agenda review and remarks			
<ul style="list-style-type: none"> A draft fact sheet on OBEO's role and the Division of Construction in regards to CUF under the DBE Program (see meeting packet) <ol style="list-style-type: none"> Janice Salais, Certifications, is the lead on this project – please provide comments to Ms. Salais by May 31, 2013. A draft fact sheet addressing CUF under State regulations is forthcoming. 			

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- To adjourn the meeting at 12:15 p.m. – to accommodate members who may need to leave earlier, the agenda has been adjusted to end at 12:15 p.m. instead of 12:30 p.m.
- Re: Award Tracker report, April 2013 – per the Office Engineer, the amounts reported at the top of the report reflect commitment at award, not payment.

Unfinished business

1. SBC Executive Committee – among other things, the committee discusses agenda items for the following meeting. Council members should work through their committee chairs to request guest speakers, guests to attend the council and/or committee meetings, and suggest topics to be considered for discussion.
2. OBEO name change – Chair Halverson has discussed this with Director Malcolm Dougherty; the matter is still under consideration.
3. Monthly SBC meetings – Chair Halverson also discussed this with Director Dougherty. A constraint is a standing Executive Order issued by the Governor requires each department to reduce travel and operating expenses in general. To help Director Dougherty with the business decision to increase the meeting frequency, Chair Halverson requested members submit a list of what will be accomplished with more frequent meetings to their committee chairs. The chairs would in turn give the list(s) to Chair Halverson to present to Director Dougherty.
4. Supportive services contract
 - a. Advertising will commence this afternoon (5/17/13) and continue for three weeks.
 - b. Contracts for northern and southern California – over \$500,000 for the south; over \$400,000 for the north.
 - c. Caltrans DSBLs will serve as outreach resources.
 - d. DBE goal of 12% for each contract.
5. BidSync – as a result of discussion with the Executive Committee, the Chair is arranging for a presentation to the council during the September SBC meeting.

C. Highlights from the Director's Office – Rick Land, Chief Deputy Director designated to speak on behalf of Director Malcolm Dougherty

1. State budget - Caltrans
 - a. The Governor's May revision is similar to numbers shared earlier at the January SBC meeting – expenditures projected at \$12.8 billion; 19,000+ positions.
 - b. Project delivery will see a reduction of 187 positions out of 10,000.
 - c. With the end of current stimulus monies from the federal government and Prop. 1B, funding will return to the usual revenue sources from various taxes (gas; state fuel; local partner sales tax measures).
2. New Transportation Agency – to officially begin operations on July 1; the Acting Secretary will remain the same until a permanent one is appointed.
3. Activity – numbers have been steady
 - a. 676 contracts at \$12.5 billion in construction, the highest it has ever been.
 - b. Maintaining highways - \$4 billion.
 - c. Capital outlay - \$5.1 billion.
 - d. Local assistance - \$5.6 billion
4. An estimated \$3 billion of Caltrans funding comes from the federal government, which represents approximately 25% of the budget.
5. Buy America policy – many challenges, especially in regards to the work Caltrans does with utility companies.
 - a. This has escalated to the national level, because the Buy America policies do not fit well with the business model most utility companies follow. As such, the issues being raised need to be dealt with at the national level.
 - b. While it is true Buy America applies primarily to steel, it also applies to all materials used to carry out a contract, including components which usually have

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<p>parts from foreign vendors.</p> <p>c. Mr. Land clarified Buy America applies to materials, not services.</p> <p>6. Transportation funding – the California Transportation Infrastructure Priorities (CTIP) Work Group composed of 50 state and local transportation officials has been established to address transportation revenue requirements and infrastructure needs as determined in a study conducted by the California Transportation Commission (CTC). Information about CTIP can be found online at www.bth.ca.gov</p> <p>a. The work group is refining the needs defined by the CTC.</p> <p>b. An investment of \$500 billion is projected in infrastructure projects; it is estimated there will be a shortfall of \$300 billion.</p> <p>c. Consideration of options to address this expenditure include a long-term “pay as you go” approach, which evaluates high priority projects and best strategies to make effective use of funding for four main focus areas of the new Transportation Agency:</p> <p>01. Local roads – Caltrans handles a fifth of the total lane miles throughout the state.</p> <p>02. Transit and rail modernization.</p> <p>03. Active transportation – needs of pedestrians, bicycles, etc.</p> <p>04. Highways.</p> <p>d. Purpose:</p> <p>01. Preserve what we already have.</p> <p>02. Incorporate intelligent technologies.</p> <p>03. Increase capacity of our infrastructure.</p> <p>04. Better planning of developments.</p> <p>05. Focus on performance measures.</p> <p>06. Integrate elements of Senate Bill 375.</p> <p>07. Reduce greenhouse gases.</p> <p>08. Strengthen partnerships.</p> <p>e. First report – due in early fall; should be included in the Governor’s next budget. So far, the budget has been looking good for transportation and should be passed on time.</p> <p>7. SB/DBE/DVBE participation</p> <p>a. Overall SB participation from July through April is 14%; construction is 8.7%; all other contracts, including A&E, are at 26.2%; Caltrans intends to exceed these figures in the months to come.</p> <p>b. Overall, DVBE participation (July through April) is 1.23%; construction is 0.7% and all other contracts, including A&E, are at 2.5%.</p> <p>c. Minor B SB participation at 90.2% of contracts dollars for this group.</p> <p>d. The state funded activity (SB/DVBE participation) includes contracting only. No procurement data is included. Also, two months of contracting/procurement remains in the state fiscal year.</p> <p>e. DBE commitment at award is at 10.53% overall (October through April), which is encouraging.</p> <p>f. Council members were reminded if any contract has federal dollars, it will be held to DBE goal requirements, regardless of whether it is for major construction, Minor A, or A&E contracts.</p>			

Discussion:

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Council Member Eddy Lau proposed the council consider making a motion to require Caltrans to use domestic engineers, not foreign; suggested development of policy and guidelines to implement this. The matter was further reiterated by Council Member Johnathan Hou. Chair Halverson will take this matter as an assignment to further research and determine the most appropriate course of action.

ACTION ITEM #1: Research and determine the most appropriate course of action in regards to the council's request to develop policy and guidelines to require Caltrans use domestic, not foreign, engineers.

D. FHWA updates – Lance Yokota (via teleconference)

1. Anthony Foxx, Mayor of Charlotte, North Carolina, has been named the new Secretary of Transportation.
2. New DBE rule is the most comprehensive; should be official by late summer.
3. DBE audit conducted by the U.S. Department of Transportation (DOT) Office of the Inspector General (OIG).
 - a. Findings were based on site visits in various states.
 - b. Eight recommendations were submitted to the Office of the Secretary of Transportation (OST) to "enhance DOT's DBE program management and oversight." The OST "concurred with three and partially concurred with five recommendations." At this point, the Office of Inspector General is "requesting that OST provide clarification or additional information for six recommendations." In addition, the OIG is "requesting more timely completion dates for two recommendations."
 - c. Approved OBEO SB plan – through April, nine construction contracts have been awarded to DBE primes, in the past, have only seen one by that point in time. In A&E, three contracts have been awarded to DBE primes.

ACTION ITEM #2: Send council members the link to the audit conducted by the Office of the Inspector General of the FHWA DBE Program.

E. District Director updates

1. **District 12 – Lisa Ramsey, Acting Deputy Director, Capital Outlay for Ryan Chamberlain, District Director**
 - a. The district has been consistently at or above 25% SB utilization on state funded contracts, CalCard expenses, and purchase orders processed through DPAC. In addition, the district has been consistently at or above 25% utilization of SB for general expenses and equipment costs as reported by the Caltrans fiscal accounting system.
 - b. Federally funded construction projects – during FY 2012-2013, the district awarded six federally funded projects at \$16,072,167; DBEs awarded \$1,223,664, which is 7.6% of the total awarded.
 - c. Minor B contracts – in FY 2011-2012, a total of 14 contracts awarded at \$1,883,800; SBs were awarded 8 contracts at over \$1,117,000 or 59% of the total awarded. At this point in FY 2012-2013, a total of 8 contracts have been awarded at \$780,700; SBs were awarded 6 contracts at \$627,400 or 80% of the total. To improve SB participation for Minor projects, the district conducts an annual SB training program to assist SB, DBE, and DVBE become more familiar with Caltrans processes and help them bid successfully on the district's Minor contracts.
- Current Minor A and B projects to be advertised:**
- a. Minor A – one contract awarded to a SB on 3/1/13; one is currently being advertised with an anticipated award date of 6/30/13; another will be advertised in two to three months.
 - b. Minor B – currently have four projects for a total estimated cost of \$377,000 to be advertised within the next three months.

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c.	Upcoming Minor A and B scheduled for bid in FY 2013-2014 – Minor A, 2; Minor B, 13.		
d.	Upcoming A&E contract awaiting award on 7/15/13 – an environmental analysis and planning contract in the amount of \$2,338,400.		
District SB outreach events attended by our SB Liaison:			
a.	3rd Annual SBA 8(a) Conference, 4/24/13.		
b.	District 12 Office of Construction Contractors' Partnering outreach, 5/14/13.		
c.	Keeping the Promise DVBE Outreach, 5/14/13 in Garden Grove.		
d.	Southern Region Small Business Council meetings will be resuming – a final date is still being determined.		
2. District 11 – Liz Santucci, DSBL, for Laurie Bertram, District Director			
a.	Everett Townsend named as the new Maintenance Division Chief; previously, Mr. Townsend managed the Traffic Management Center.		
b.	9th Annual Procurement Fair held on 3/20 – 738 SB representatives attended; 49 booths (11 were for Caltrans purchasers); total of \$142,000 spent in procurements.		
c.	SB utilization:		
	01. State funded contracts (7/1/12 to 5/9/13) – SB, \$7.1 million (64.5%); DVBE, \$386,000 (3.5%).		
	02. CalCard purchases (7/1/12 to 2/28/13) – SB, \$6.1 million (45.2%); DVBE, \$249,000 (1.8%).		
	03. Federally funded projects – DBE (7/1/12 to 4/30/13), \$1.9 million (6%).		
d.	Upcoming projects for next quarter per Look Ahead Projects database		
	01. SR 163 at Clairemont Mesa Blvd. – reconfiguring the interchange to improve traffic; estimated cost is \$1 million to \$10 million; proposed advertise date is September 2013.		
	02. Andrade Border Point of Entry in Imperial County – upgrading pedestrian/transit facility; estimated cost is \$1 million to \$10 million; proposed advertise date is July 2013.		
	03. SR 905 from Britannia Blvd. overcrossing to La Media Rd. undercrossing – constructing freeway to freeway connectors; estimated cost is \$60 to \$80 million; proposed advertise date is July 2013.		
e.	Minor B updates – for FY 2012/2013, 15 contracts awarded for a total of \$3.5 million; of that, \$3.4 million was awarded to SB contractors (utilization of 97%).		
f.	Upcoming SB events		
	01. Airport Business Diversity Conference, 6/9 to 6/11 – the District 11 Small Business Unit (SBU) will have an exhibit table and hold matchmaking sessions; event is hosted by the Airport Minority Advisory Council in partnership with the San Diego County Regional Airport Authority.		
	02. San Diego Unified School District Construction Expo, 7/24 – the SBU will have an exhibit table.		
	03. How to do business with University of California San Diego, 8/6 – SBU will have an exhibit table.		
g.	CalMentor Program update		
	01. This will be the fourth CalMentor cycle – 20 successful pairings; cycle ends in June.		
	02. Kick-off for the fifth cycle was held on 5/2; 84 attendees; applications to participate due by 6/30/13; fifth cycle to begin on 9/1/13, end in December 2014.		
h.	Corridor updates		
	01. I-805 South Corridor – construction is ongoing on the HOV lanes from SR 54 to SR 94; construction to be completed by July 2013. Freeway widening near Plaza Blvd. is currently being designed, to be advertised in December 2013.		

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<p>02. I-805 North Design/Build – construction has begun; this project has an 8% UDBE goal, which has been met for a total of over \$6 million going to UDBEs.</p> <p>03. I-5 Corridor – ground breaking scheduled at the Genesee Ave. interchange in fall 2013; advertising scheduled for mid-June. Re: the 1-5/1-805 Carroll Canyon Project, adding two miles of new HOV lanes, including a north facing Direct Access ramp; anticipate completion by December 2013.</p> <p>04. SR-76 Corridor – construction to begin on Phase 2 of SR 76 East winter 2013/2014; anticipate advertise date in September or October 2013.</p> <p>05. TCIF Corridor – Bay Marina and Civic Center Interchange Project completed; only plant establishment work remains. SR-11 and the California Vehicle Enforcement Facility Design ongoing; construction expected to begin in summer 2015.</p> <p>06. I-15 Corridor – design ongoing for the Mid-City In-Line Transit Stations at El Cajon Blvd. and University Ave.; construction scheduled for June 2014 to August 2015; this is a SANDAG administered project. Construction ongoing for the Mira Mesa Direct Access Ramp and Miramar College Transit Station; will be completed by summer 2014.</p>			
<p>3. District 8 – Susan Harris, Deputy District Director, Administration, for Bassem Muallem, District Director</p> <p>a. Prime Contractors Award – based on utilization of DBE, SB, DVBE as determined by percentage. Intent of the award, which focuses on the construction industry, is to motivate utilization, not to point out those firms with low utilization. The district asks for feedback from the subs on their experiences with the primes.</p> <p>b. Will be making mandatory pre-bid meetings a regular activity; just held one on May 14.</p> <p>c. Shared a sampling of the sixteen upcoming projects the district is developing.</p> <p>d. The District 8 SB team is activated and more involved with community events.</p> <p>e. DBE Certification Workshop scheduled for May 23; thus far, have received 42 RSVP, more coming in.</p> <p>f. Involved with the Riverside County Small Business Expo, June 27, 2013</p> <p>g. Working with Districts 7 and 12 to reactivate the local SBC.</p>			
<p>F. March 15, 2013 Meeting Record approval – René Halverson</p> <p>1. Changes</p> <p>a. From Angel Carrera, DGS, re: DGS update, p. 4, F, #3: should read, “DGS SB/DVBE certification is different from the Caltrans DBE certification; when other local agencies accept DGS SB/DVBE certification, it is because that agency has a reciprocal relationship with DGS.”</p> <p>b. From Angel Carrera, DGS, re: DGS update, p. 4, F, #4: add “A&E” before “contractor.”</p> <p>c. From Chris Chavez, p.7, J, #3, should read, “The committee wants DBE certified subs that are suppliers to know that they can be utilized by primes to fulfill their DBE goal.”</p> <p>2. Motion to approve the meeting record as amended, Council Member Rebecca Llewellyn; seconded by Council Member Debbie Hunsaker.</p> <p>3. The ayes have it; the meeting record of March 15, 2013 is approved.</p>			
<p>G. DBE Participation Committee – René Halverson</p> <p>[Full report to be sent to council members.]</p> <p>1. Focus – increase DBE participation.</p> <p>2. Have been meeting quarterly since September 2012; their last meeting was in March.</p> <p>3. Committee has identified 14 issues of which they selected the top five; formed three task groups to address these top issues.</p> <p>4. Task Group A – Chaired by John McMillan, Deputy Division Chief, Office Engineer; after meeting goals set initially in September, the committee agreed to sunset</p>			

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<p>Task Group A during the December meeting; members of this task group were reassigned to Task Groups B and C.</p> <p>5. Task Group B – Chaired by Mark Leja, Chief, Division of Construction; focused on utilization.</p> <p>6. Task Group C – Chaired by Janice Salais; focused on DBE certification.</p> <p>7. At this point, the committee has reviewed all issues brought up during the December meeting and identified additional issues to be addressed going forward.</p> <p>8. Next meeting is scheduled for June 4.</p> <p>9. One of the new issues came out of the presentation to the SBC by Ray Tritt's office in regards to setting goals on Design/Build projects. Director Dougherty requested this be added to the list of issues the committee is addressing.</p> <p>10. Council members responded positively to the work of the committee.</p> <p>11. Chair Halverson thanked the members of the committee for their hard work.</p>			
<p>ACTION ITEM #3: Send council members the full report used by Chair Halverson in her presentation about the DBE Participation Committee.</p>			
<p>H. Ad Hoc Committee Report, African American DBE Participation – Eddy Lau, Chair</p> <ol style="list-style-type: none"> 1. 14 present at the committee's meeting in March. 2. Discussed the draft report written by Council Member Diana LaCome, "Why the Under Representation of African Americans in Caltrans Procurement and Contracting," March 2013. <ol style="list-style-type: none"> a. In 2012, African American (AA) firms were awarded 1.3% of Caltrans construction contracts of which 25 African American firms received sub-contracts. b. The committee will be researching who these firms are and why they were successful in being awarded. 3. Pilot project to increase opportunities for African American firms <ol style="list-style-type: none"> a. Based on the Caltrans informal contracting process. b. Using present goals for informal contracting. 4. The number of certified African American firms has decreased significantly; the committee is relying on the upcoming supportive services contract to assist in increasing the number of AA firms. 5. Will be meeting after the SBC meeting at 1:30 p.m.; meeting to be held in the same room as the full council meeting. 6. Council Member Jesus Vargas mentioned the communities in the East Bay and Central Valley are interested in the work being done by the committee to increase AA participation. 			
<p>1. Orange County Transportation Authority (OCTA) – presentation by Virginia Abadessa, Director, Contracts Administration & Materials Management</p> <ol style="list-style-type: none"> 1. OCTA is the regional transportation provider in Orange County. 2. Purchase a wide spectrum of goods and services, ranging from office supplies to professional services. 3. Orange County bridges including under and over passes to avoid railroad crossings – 6 projects at approximately \$495 million; will conclude work in 2016. 4. I-405 – collaborating with Caltrans on this Design/Build project to increase freeway capacity while enhancing road safety. <ol style="list-style-type: none"> a. Environmental impact report released in 2012; last public hearing scheduled for July. b. A competitive process will be used to award contracts, but their professional services unit will be considering what contractor best fits OCTA needs. 5. Targeting a goal of 25% SB awarded contracts; currently at 23%. 6. OCTA makes use of social media to facilitate teaming efforts between SBs and primes. 			

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<ol style="list-style-type: none">a. Facebook – Cammett Connect page link to be sent to Carole Ching to share with the council members.b. Goal is to provide networking opportunities between OCTA and the community.c. OCTA understands teaming develops long before contracting opportunities occur.d. Encourage SBs to use this option. <ol style="list-style-type: none">7. Annual Business Expo planned for Oct. 10 – save the date flyers distributed.8. OCTA welcomes the prospect of hosting a DBE certification workshop.9. The agency's efforts have resulted in many positive outcomes as evidenced by the handout distributed. <p>Discussion:</p> <ul style="list-style-type: none">• Council Member Chris Chavez – carrying \$5 million coverage is a major challenge; as a result, companies have stopped submitting bids. Ms. Abadessa said she will look into this; she thinks the amount is now \$1 million; companies can always ask for a waiver of insurance.• Council Member Johnathan Hou – thanked Ms. Abadessa for coming, applauded OCTA's DBE goal; requested regular reports on utilization of construction and A&E contractors.• Council Member Stephen McGlover asked if OCTA will be initiating an Orange County based SBC; Ms. Abadessa responded she will bring the suggestion to management; Ms. Santucci suggested OCTA attend the local SBC meetings in the San Diego area.			
ACTION ITEM #4: Send council members the OCTA Facebook link.			
J. Committee Meeting Reports			
1. Local Assistance – Richard Hernandez, Chair			
<ol style="list-style-type: none">a. Reviewed overall goals for the year.b. Committee will be providing more lead time for Deniz Anblah, Local Assistance, to prepare responses.c. UDBE classification – why is this still being used?d. Noted Local Assistance is looking at contracts over \$2 million.			
2. Construction – Debbie Hunsaker, Chair			
<ol style="list-style-type: none">a. 13 meeting participants (2 via teleconference).b. John McMillan's presentation on the Fair Practice Act regarding sub-letting and sub-contracting was well received - discussed the finer details of subcontractor listing; non-responsive vs. non-responsible; contracting law; bid shopping.c. Senate Bill 474 – effective as of January 1, 2013; committee has been reviewing after analysis by Council Member Paul Guerrero to determine impact on SBs. The committee is also looking at amendments passed in 2009 that tie into this discussion.d. Additional insured – addresses the liability SBs are subject to even if they are involved with a project to a very small degree; the consequences are very serious for SBs. The committee will be putting together a proposal to address this dilemma.e. Mentor-Protégé Program – the committee agreed this is an important program that should continue and move forward; OBEO contact for this program is Maria Salinas, (916) 324-0989.			

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f. Request contact information for Caltrans District Small Business Liaisons (DSBL) to provide as a resource to SBs.			
g. Regulations have changed for DBES effective April 1, 2013 – if an appropriate DVBE cannot be found, this regulation now states a SB can be substituted.			
ACTION ITEM #5: Provide council members with roster and contact information of Caltrans District Small Business Liaisons (DSBL) to provide as a resource to SBs.			
3. Professional Services – Johnathan Hou, Chair			
a. 20 meeting participants (included guests and those who joined via teleconference).			
b. Zoe Bayar, DPAC provided a report – beginning July 1, information will be available online. Committee requests subs be listed on Form 0227F (DBE Information/Underutilized Participation).			
c. Utilization of DBE – suggested other districts follow the example of District 4, which provides the local SBC with quarterly updates; discussed developing an ad hoc committee to promote this in other SBCs across the state; look into incorporating an award program for primes with good record of DBE utilization. Will provide an update on the status of this committee’s work during the next SBC meeting.			
d. Work codes – Janice Salais, Certification, still working with the committee on this, in particular C8715; also discussed construction codes.			
e. Fostering SB effort to be overseen by Council Member Richard Hernandez.			
4. Commodities – Chris Chavez, Chair			
a. The committee understands travel limits presence of OBEO staff, but would appreciate it if possible.			
b. Francesca Negri, DPAC, will provide the committee with the changed language in current RFPs to determine whether this addresses the committee’s concerns regarding use of subs.			
c. Committee wanted to make sure subs of commodities are informed goals can be met through them.			
d. Requesting agency oversight to ensure primes list subs in order to meet their goals – still waiting for an update on this matter.			
e. Angel Carrera, DGS, to provide a list of state agencies that have a reciprocal arrangement with Caltrans to accept Caltrans certification. Mr. Carrera emphasized the reciprocal agreement in place with other state agencies applies to SB/DVBE and does not apply to DBE. He added not all local agencies accept this arrangement.			
f. Committee is contacting different directors regarding the feasibility of conducting quarterly competitions to acknowledge primes with high utilization of DBES in much the same way District 11 currently does.			
g. Re: Buy America Act – a tour of the Sacramento warehouse revealed “lots of foreign supplies,” will work with supervisors to address this.			
h. Council Member Zeke Patten spoke to the Procurement Fair Guide – is it being updated? If so, the committee would like to participate in that process.			
K. New Business – Chair Halverson, Facilitator			
1. Provide information about the upcoming Oct. 10 business expo coordinated by OCTA.			
L. Public Comment – Chair Halverson, Facilitator			
1. Council Member Lynn Chen noted the Rotary Club’s clean highway program, which provided a great learning opportunity for everyone to get involved.			
2. Council Member Scott Leslie announced the SBA Bonding Education Program kick-off is scheduled for May 30 at the SBA Fresno District Office is also available via webinar for businesses outside Fresno [flyer about this event was sent to council members in mid-May].			

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3. Mr. Carrera distributed copies of a DGS memo regarding Senate Bill 1045 (Polanco), Permissive Diversity Outreach Activities; brief discussion followed.

Meeting adjourned: 12:15 p.m.

Next meeting: July 19, 2013, Stockton , specific details to be sent to members.	Carole Ching to notify SBC members.	6/17/13	Meeting locations and lodging information emailed to council members.
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DOCUMENTS included in the meeting packet/distributed during the meeting:

- Meeting agenda
- Draft, March 15 SBC meeting record
- FHWA letter to Director Dougherty, DBE Program plan small business element approval
- Draft, federally funded contracts fact sheet, evaluating DBE participation, role of OBEO
- Report, DBEs (construction and A&E) contracted between 10/1/12 – 4/30/13
- DBE Participation Committee
- Caltrans/FHWA grants, FY 2013 – On-the-Job Training/Supportive Services; National Summer Transportation Institute
- Brochure, “How to apply for DBE certification” (also posted on Caltrans web site)
- Approved version, SBC code of conduct (also posted on Caltrans web site)
- Award Tracker Report, April 2013
- DGS memo re: Senate Bill 1045 (Polanco), Permissive Diversity Outreach Activities
- Brief profile, Virginia Abadessa, OCTA
- OCTA capital projects overview
- OCTA flyers: 1) web site information; 2) Save the date - Annual Business Expo 2013, 10/10/13
- Flyer, Riverside County Small Business Expo, 6/27/13
- Flyer, DBE Certification Workshop, 5/23/13, San Bernardino

Caltrans Statewide Small Business Council – Meeting Record
District 12 Office, 3347 Michelson Drive, Irvine, CA 92612
May 17, 2013, 8:30 a.m. to 12:15 p.m.

PRESENT

Council Members:

1. Ajiake, Matthew (teleconference)
2. Calderon, Josie
3. Chaudhary, Arvin
4. Chavez, Chris
5. Cunningham, Lee
6. Garcia, Rodrigo
7. Guerrero, Paul (teleconference)
8. Halm, Eric
9. Hernandez, Richard
10. Hou, Johnathan
11. Hunsaker, Debbie
12. Jackson, Jeffrey
13. Johnson, Bernard (Alt.)
14. Jordan, Fred
15. LaCome, Diana
16. Lau, Eddy
17. Leslie, Scott
18. Lewellyn, Rebecca
19. Lowry, Patrick
20. McGlover, Stephen
21. Patten, Zeke
22. Perez, Alice (teleconference)
23. Quintana, Brenda
24. Frank Ramirez (teleconference)
25. Ulmer, Bill
26. Vargas, Jesus

Caltrans Staff:

1. Rick Land, Chief Deputy Director
2. Halverson, René, Assistant Director, OBEO & Council Chair
3. Anbiah, Denix
4. Bayar, Zoe, DPAC
5. Carlos, Ramon, OBEO
6. Ching, Carole, OBEO
7. Fong, Kelli, OBEO
8. Harris, Susan, District 8
9. Knox, Thomas, District 7
10. Maijah, Adnan, District 12
11. Negrí, Francesca, DPAC
12. Phillippon, Elizabeth, District 12
13. Quezada, Norma, District 12
14. Ramsey, Lisa, District 12
15. Salais, Janice, OBEO
16. Santucci, Liz, District 11
17. Shell, Angela, Construction
18. Solis, Mario, OBEO (teleconference)
19. Vazquez, Ignacio, District 11
20. Vegas, Sylvia, District 12
21. Yu, Andy, District 12
22. Zhou, Lan, District 12

Guests:

1. Abadessa, Virginia, OCTA
2. Bell, Jim, OCTA
3. Burnett, Lauryn, M3 Services, Inc.
4. Carrera, Angel, DGS

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May 17, 2013, 8:30 a.m. to 12:15 p.m.

5. Hoitt, Linda, Orange County SBDC
6. Lelo-Butcher, Raewyn, Ghirardelli Associates; CallMentor
7. Shaw, Esther
8. Talamantez, Roger, RTA
9. Yokota, Lance, FHWA (teleconference)

Public Participants: None listed.

Approved by:



RENÉ HALVERSON

Assistant Director

Business and Economic Opportunity
California Department of Transportation