

Caltrans Statewide Small Business Council – Meeting Record

Conducted via WebEx, Office of Civil Rights, 1823 14th Street, Sacramento, CA 95811

September 16, 2022, 8:30 a.m. to 12:00 p.m.

	Who is responsible/ presented	Date Completed/ By When	Status
Action Items from November 2021 Meeting			
Action Item #6: Develop a Lookahead summary that highlights various projects throughout the 12 Districts.	OCR	11/18/22	ASSIGNED: Ms. Lopez-Hardie will be providing a demonstration of the summary during the November meeting.
Action Items from January 2022 Meeting			
Action Item #6: Develop a Bench-like pilot project for A&E in District 11. Council Members encouraged to participate in the development of this pilot project.	OCR, District 11, SBC	11/18/22	CLOSED: Per Gustavo Dallarda, District 11 is willing to take on such a pilot. OCR, will assist as needed. D11 would report out on progress as required.
Action Item #11: Research revising bid language to always include SB/DVBE in all bid postings.	OCR and OE	11/7/22	COMPLETED: Sanjay Singh received confirmation from Construction the bid language now includes both SB and DVBE in bid postings.
Action Items from March 18, 2022			
Action Item #7: Provide Council members with information about the virtual Procurement Fair scheduled in November by the Northern Region Districts (1, 2, and 3).	OCR	9/14/22	COMPLETED: The flyer for the NR Procurement Fair sent to Council members via email on the date to the left of this entry.
Action Item #11: Research the development of an annual meeting of the SB advisory councils from DGS, HSR and OCR.	OCR	11/3/22	COMPLETED: The first meeting of the tri-agency Small Business Advisory Council Committee Chairs took place on 11/3/22, which will be planning the meeting of the full councils in February 2023.
Action Item from April Executive Committee meeting			
Action Item #1: Investigate whether separate goals for A&E and Construction can be used for Alternative Construction projects (includes CMGC and Design-Build). Additionally, separate DBE goals for A&E and Construction on federally funded Alternate Construction projects would	OCR & Construction	11/18/22	ASSIGNED: Belinda Hon provided the following update: For Design-Build, FHWA recommended Caltrans continue using the DBE performance plans giving the Design-Builder flexibility to meet DBE goals. Caltrans will continue to track both

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provide SB and DBE firms Professional Services firms more opportunities to participate.			design and construction achieved goals, but will not set goals.
Action Items from May 20, 2022			
Action Item #1: Provide a presentation on which policies are being applied to guide the expenditure of IJA funds.	Caltrans Director's Office and OCR	11/18/22	ASSIGNED: Update during the November meeting.
Action Item #3: Regarding the Minor B report, provide a comparison of time periods to measure the impact of OCR's strategies implemented.	OCR	9/21/22	COMPLETED: Report was sent to Council members via email on the date to the left of this entry.
Action Item #9: Update the Procurement Fair Guidelines; distribute to DSBLs and the Council.	OCR	11/18/22	ASSIGNED: The Outreach Branch has been working on the guidelines with input from the DSBLs. Tentatively projecting completion in November. Update during the November meeting.
Action Item #11: Presentation on how OE sets goals.	OCR	11/18/22	ASSIGNED: Don Ward with the OCR Engineering Support Branch will provide a presentation during the November meeting.
Action Items from July 22, 2022			
Action Item #2: Regarding the SB/MB firms getting contracts, provide a report disclosing whether the same firms are getting the contracts.	OCR Data Analysis Branch	11/18/22	ASSIGNED: Update during the November meeting.
Action Item #3: Provide utilization data of non-minority women.	OCR Data Analysis Branch	11/18/22	ASSIGNED: Ms. Lopez-Hardie is working with Council Member Shaila Rao Mistry to fulfill this request. Update during the November meeting.
Action Item #4: Look into how District 10 gets subs to the table during their prime meet and greet events.	District 10	9/16/22	COMPLETED: Traci Adams and Bill Lavelle, District 10, provided a short presentation to the Council during the September meeting.
Action Item #8: Provide the key to the standard bid items mentioned during the Clean California presentation.	OCR	9/30/22	COMPLETED: Link to Caltrans Coded Contract Items provided to Council members via email on the date to the left of this entry.

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Action Item #10: Look into Identifying the top 10-20 items being sold and publicize that list to DBEs selling those items per district.	OCR	9/16/22	COMPLETED: DGS link provided to Council members via email on the date to the left of this entry.
Action Item #11: Look into how the SPP (Strategic Partnership Program) as a strategy to promote partnership and teaming, especially regarding procurement contracts.	OCR	11/18/22	ASSIGNED: Mrudang Shah, Construction, will provide a presentation to the Council members during the November meeting.
Action Item #12: Provide an update on the broadband fiber optic efforts.	OCR	9/16/22	COMPLETED: Presentation by the Middle-Mile Broadband Initiative team provided during the September meeting held on 9/16/22.
Action Items from September 16, 2022			
Action Item #1: Provide Council members with Director Tavares' statement on equity as expressed in his August All-Staff message.	OCR	9/16/22	COMPLETED: A PDF copy of Director Tavares' statement on equity was sent to Council members via email on the date to the left of this entry.
Action Item #2: Provide Council members with the link to Caltrans Complete Streets initiative.	OCR	9/16/22	COMPLETED: The link to Complete Streets was sent to Council members via email on the date to the left of this entry.
Action Item #3: Provide Council members with the link to Governor Newsom's Executive Order N-16-22 establishing California's first Racial Equity Commission.	OCR	9/16/22	COMPLETED: The link to the Governor's Executive Order N-16-22 and other related information was sent to Council members via email on the date to the left of this entry.
Action Item #4: Provide Council members with a link to the Middle-Mile Broadband Network initiative information to share with constituents.	OCR	9/27/22	COMPLETED: The link to the Middle-Mile Broadband Network initiative was sent to Council members via email on the date to the left of this entry.
Action Item #5: Provide Council members with the PDF of the PowerPoint presented by the Middle-Mile Broadband Network initiative team.	OCR	9/16/22	COMPLETED: A PDF copy of the PowerPoint presentation provided by the Middle-Mile Broadband Network HQ team was sent to Council members via email on the date to the left of this entry.

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Action Item #6: Regarding the Middle-Mile Broadband Network projects, outreach language used to encourage SB participation needs to be geared towards businesses that are non-prime.	OCR Outreach Branch	11/18/22	ASSIGNED: Update during the November meeting.
Action item #7: Per SB-103, providing a report tracking what OCR has been doing to increase the capacity of businesses that have never worked on Caltrans projects.	OCR	10/3/22	COMPLETED: A PDF of the 2021/2022 report sent to Council members via email on the date to the left of this entry.
Action Item #8: Provide Council members with the invitation to the GO-Biz Office of Small Business Advocate virtual Open House, 10/6/22 at 10 a.m.	OCR	9/19/22	COMPLETED: The flyer for the Open House which also contained the registration link was sent to Council members via email on the date to the left of this entry.
Action Item #9: Provide the Council members with the HSR report shared during the September meeting.	OCR	9/20/22	COMPLETED: The HSR report was sent to Council members via email on the date to the left of this entry.
Action Item #10: Provide the Council members with a copy of the fuel index spec developed by Ray Tritt.	OCR Construction	11/18/22	ASSIGNED: Per Ray Tritt, his team is still working with industry to address comments submitted regarding the specifications. Mr. Tritt estimates piloting the specification after the first of the year. Further update during the November meeting.
Action Item #11: Provide a presentation on the work of the Division of Research, Innovation, and Systems Information (DRISI) and its funding to determine opportunities for SBs and invitations for unsolicited proposals.	OCR	11/18/22	ASSIGNED: Update during the November meeting.
Action Item #12: Provide Council members with the link to the Economic Business Summit co-organized by the California Black Chamber of Commerce, DGS, and Caltrans.	OCR	9/22/22	COMPLETED: The link to the summit was sent to Council members via email on the date to the left of this entry.

Welcome and Roll Call – Council Chair, David DeLuz opened the meeting at 8:30 a.m.

Opening Remarks; Review of the Agenda; Meeting Record Approval – Chair DeLuz

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- The meeting agenda was reviewed, no changes.
- The Action Item log was reviewed by Carole Ching, OCR; please refer to the log on pages 1-4 of this document.
- OCR will be working with its state partners – DGS, GO-Biz, and HSR – to provide Council members with paper reports ahead of the full council meetings.
- Meeting record for July 22, 2022 – Motion to approve, Council Member Matthew Ajiake; seconded by Council Member Jay King; hearing all ayes, no nays or abstentions, the meeting record of July 22, 2022 was approved.

A. Director's Office Update – Tony Tavares, Director

1. Equity – The SBC exemplifies and epitomizes Caltrans perspective on equity. Caltrans remains focused on equity; the intention is to lift up all. It is fundamental to our planning and actions – we know action speaks louder than words. OCR will provide the text to Mr. Tavares' August All-Staff message on equity.
2. The Fourth Foundational Principle – Economic Prosperity in our Communities. Strategies to bring about economic prosperity include:
 - a. SB-1 – Since its passage in 2017, more than \$16 billion has been invested. Projects that have been completed or in progress have benefitted communities in reducing climate impact, traffic delays, enhancing efficiency for movement of goods, improved equity of access, and safer active transportation facilities. SB-1 has stimulated job growth and employment opportunities; it has already created more than 200,000 jobs.
 - b. IJJA or the Bipartisan Federal Infrastructure bill – IJJA is providing much-needed funding and support for the work Caltrans is doing; over 30% of California's IJJA funding is going to Caltrans. Governor Newsom's budget includes significant funding specifically for the state's transportation infrastructure.
 - c. SB and DBE participation – This is a cornerstone for building community prosperity.
 - d. Statewide SBC – The Council is one of several efforts Caltrans and OCR coordinate to promote SB, DBE, and DVBE utilization.
3. With the funding support being designated for transportation infrastructure, it is an exciting time to be part of the industry. Caltrans must be able to improve and deliver; SB/DBE make up the cornerstone for building prosperity along with the CUCP partnership and the Caltrans DSBL network regional outreach efforts.
4. Mr. Tavares was excited to participate in the recent Economic Summit coordinated by the California Black Chamber of Commerce and DGS.
5. Clean CA update – This is another strategy improving life in our communities; It recently concluded its first year and has surpassed its goals.
 - a. Since July 2021, the program has collected enough trash to fill 296 Olympic sized pools or fill enough trash bags to line the entire California coastline over two times.
 - b. This is a 183% increase in litter removal over last year's efforts.
 - c. Up to 11,000 jobs have been created thus far.

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- d. Over 400 maintenance workers have been hired.
- e. This is quite an achievement, but more work is still to be done as Caltrans enters year two of the program.
6. Middle-Mile Broadband Initiative – This important initiative will be covered later in today's agenda. It's premise: Whether it's telework, telemedicine, distance learning, or being in touch with friends and family, every person within every community deserves affordable access.
7. Complete Streets – A dynamic, interactive effort Caltrans has launched; OCR will be sending everyone the link after the meeting.
 - a. The work done through Complete Streets is meant to deliver accessible, connected transportation options for travelers of all ages and abilities.
 - b. Caltrans is committed to partnering with communities and local agencies to provide context-sensitive solutions that are attuned to community needs.
 - c. This effort is the direct result of Director's Policy 37 (DP-37) which requires all Caltrans projects to provide comfortable, convenient, and connected complete streets facilities for people walking, biking, and taking transit.
 - d. The Complete Streets Action Plan will identify and track implementation of key high-priority actions needed to fully implement this new policy of the next two years.
 - e. Tony Dang, Deputy Director, Office of Sustainability, is leading the management and rollout of Complete Streets.
 - f. More updates on this effort will be shared over the coming months.

Discussion:

1. Dr. Ajiake – Regarding the IJJA funds: when will it be received? Will it be received in whole or released in portions? Strategies in place to apply the funds? Mr. Tavares responded: the funds will be released in increments in the form of grants which must be applied to designated programs, such as the bridge program, zero emission, and so forth. Caltrans is coordinating with local transportation agencies and communities to develop projects and applications to compete for the funding. Thus far, \$6 billion has been received and distributed. Caltrans expects to receive funds in waves.
2. Council Member Fred Jordan asked how equity is being applied to the expenditure of IJJA funds – Mr. DeLuz responded he has been engaged in a sub-working group strategy while the federal government has been writing guidelines for IJJA. The federal government has been seeking input from the states; the California interagency effort is being led by CalSTA to assist in implementing IJJA to develop a coordinated response. The equity officer will be in the form of advisory groups; civil rights and equity will be included in the conversation to drive how IJJA funds are spent. The federal government has just released a statement on equity; link to this statement will be sent after the meeting.
3. Council Member Albert Leung – Regarding the Broadband Initiative, a definitive SB policy seems to be lacking; can we get an update on this? Mr. Tavares – Caltrans is tasked with implementing the initiative, but another agency, the California Department of Technology (CDT), owns the program. He and other members of the Caltrans administration have been emphasizing the importance of establishing SB and DBE goals; discussion on this has been ongoing. Regardless, Caltrans

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believes it has a great opportunity to connect with the primes to incorporate participation of SBs. Caltrans is committed to finding opportunities for SB to participate in this huge project. In addition, we are looking to the council to come up with strategies to get primes to involve SB/DBE in the work.

4. Council Member Shaila Rao Mistry – Leveling the playing field is of personal importance to Ms. Mistry; is it possible to get a summary of the Broadband initiative outline to take to members' constituents? Mr. Tavares can provide this information to the council.
5. Council Member Lee Cunningham asked who are the top primes that will be moving the Broadband initiative forward – Mr. Tavares has heard from top civil contractors, not just the typical companies such as Verizon, which is why it is important for SBs to be involved with this project.

B. Presentation, Middle-Mile Broadband Initiative – Hardeep Takhar, HQ Middle-Mile Broadband Initiative

1. The PDF of the presentation will be sent out to the members.
2. The initiative will be partnering with the SBC to meet the challenges of getting SB/DBE involved.
3. The initiative will open access and networks.
4. The projects must be implemented by December 2024; all funds must be liquidated by 2026.
5. Mr. Deluz asked what is the best strategy for SBs to be able to engage in a timely manner in consideration of the use of CMGC and Job Order Contracting (JOC); there is a strategy to use both approaches – The team has been working on putting together about 6,000 miles using the JOC process starting in October. An outreach plan has been developed to get SB involved with primes; will also be working with the CDT to implement this. The team will also be working with DPAC on this initiative, as well.
6. Mr. DeLuz shared he will be meeting with Janice Benton and David Prizmich to work on outreach. The general approach will be to reach out via a statewide webinar that is currently being coordinated. Major work codes related to the various projects have been identified. Working on identifying as many subs as possible who might be interested in working on contracts. The lookahead should have all codes needed, which will be sent to the Contract Managers (CM) and Caltrans Project Managers. When the primes are looking for subs, they will have a list of subs appropriate for the work. Also making sure the subs have a list of good contacts to facilitate constructive communication. Doing this early and often is meant to facilitate two-way communication; subs will be empowered to reach out to the contractors to make them aware of the work they are capable of doing.
7. Dr. Ajiake – This was a very informative presentation; Dr. Ajiake asked if the methodologies used in developing how to move forward with the initiative still relevant? Infrastructure in some blighted communities is fragile; if something were to go wrong, what will the developers do?
8. Mr. Takhar – Regarding methodologies used being relevant to planning, decisions made were controlled by the CDT, which asked Caltrans to build the network. Caltrans role is to build it, but it is not involved with the planning or design sides of the project – those are both handled by CDT. The third party administration of the project is the CPUC.

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9. Mr. Takhar continued – Design-Build, and the preliminary engineering work does take into account the existing infrastructure. Standard project delivery procedures are used for all highways, etc. included in the project. Dr. Ajiake pointed out these are homes, not highways that are fragile.
10. Mr. Leung – In looking at the design and professional services side , how do A&E firms get engaged and how can they participate? Mr. Prizmich, DPAC – JOC is a new type of contracting for Caltrans that will be handled by DPAC. Advertising will be through Cal eProcure; a pre-bid conference is required. DPAC has been strategizing with OCR on how to get firms involved. They will be posting something similar to a lookahead. DPAC is also working with primes interested in providing potential subs to be available for this huge initiative.
11. Mr. Jordan asked about where the right of way is going to be for District 8 projects – Mr. Takhar responded they are primarily considering JOC, CMGC, and Design-Build (D-B); Caltrans will be developing the packages. There will opportunities to get involved at the pre-contract phase. There is also work related to environmental matters.
12. Belinda Hon, Construction – When the package is available, Caltrans will execute and award it to the selected JOC contractor.
 - a. Design services – A district potentially may need help on the A&E side.
 - b. CMGC – Input will be received from the prime, which may or may not involve outside A&E services.
13. Mr. Jordan – So Caltrans will be doing design services in-house?
 - a. Ms. Hon – the DPAC team does have the list of A&E firms with their specific specialties.
 - b. Mr. DeLuz – is the strategy to get on the list to provide a line card or meeting with the district to get on the list?
 - c. Mr. Prizmich – for A&E services, the advertising is a little different; it is based on the most qualified. Any A&E contractor aligned with the work needed for the Broadband program, those firms could be used. New firms are handled by Esther Morris. DPAC is working with Ms. Hon's group. Independent cost estimators might also have opportunities with the Broadband program.
14. Ms. Cunningham – Most subs are not A&E suppliers; we need to change our language to make sure we are clear about jobs that are non-prime. Mr. DeLuz agreed; will make the changes necessary.

C. FHWA Update – Vincent Mammano

1. Elissa Konove – Mr. Mammano introduced Ms. Konove, the new Deputy Division Administrator, California Division of the FHWA. Ms. Konove is taking the position vacated by Paul Schneider, who retired. Ms. Konove's brief profile will be sent to the Council members after the meeting.
2. 90% of new IIJA funding is guided by formula – All projects authorized under this money are being distributed differently. For example, formula bridge money goes through a formal state process, while discretionary funding is distributed differently.
3. Discretionary funds – For the Safe Streets program, local agencies and other entities will apply for funding and will be direct recipients.

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4. Mr. Mammano encouraged members to check the FHWA website and link for IIJA funds for the latest news related to IIJA which is sent out on a daily basis. Members need to know about what is happening with the funding being distributed to local agencies.
5. Mentor Protégé Program – Program related matters will be handled by the Secretary's Office; many opportunities are available through the DOT navigator link.
6. Members need to understand how funds are coming out and how they are being used.
7. \$680 million has been received for California through redistribution funds.
8. All funding will have DBE requirements since it is federal money.
9. Mr. Leung raised the issue about the goals for D-B projects, that it is unfair to take out SB on the A&E side – Mr. Mammano agreed that this needs to be addressed; related to how goals are set. When FHWA evaluates the accomplishment of a goal, it looks at the project as a whole; it looks at the date the D-B goal was signed, not later.

D. OCR Reports – Michelle Lopez-Hardie, OCR, pointed out highlights of the June OCR reports, including the Executive Dashboard, which consolidates the figures.

1. Mr. DeLuz – Last year, African American firms were awarded \$9 million plus; this year the amount awarded to African American firms has more than quadrupled. We are still not where we need to be in terms of contract awards and percentages; African American firms are still below what other SED groups are being awarded. OCR continues to work on getting all firms involved in contracting; there are many opportunities to improve these numbers, identify new firms to grow their capacity through efforts such as our Supportive Services program, OJT, working with various Chambers, and forging strategic partnerships with regional and other associations statewide.
2. State reports – Ms. Lopez-Hardie and her team have been working very hard to put together the year-end report for the Legislature.
 - a. Caltrans has been exceeding the 25% SB participation goal.
 - b. Similarly, Caltrans has been exceeding the established goal for DVBE awards.
 - c. SB-103 – Caltrans established a baseline of awards, contracts and procurement; the agency reached 94.4% of the 100% goal; for DVBE the agency achieved over 86% of the 100% goal.
 - d. Caltrans is moving in the right direction, but more work is needed.
 - e. Ms. Lopez-Hardie's team is committed to bringing the state numbers to every regular SBC meeting.
3. Dr. Ajiake – A SB 103 requirement is increasing the capacity of business that have never worked with Caltrans; how will the agency be fulfilling that? Ms. Lopez-Hardie will bring the legislative report tracking that information. Mr. DeLuz requested this be an Action item.

E. District Small Business Update Reports

There were no district highlights to present this month. No questions sent in by Council members for the District Directors.

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- F. Department of General Services (DGS) Update** – Angela Shell; the DGS report will be sent to OCR for distribution to the Council members.
1. LPA (Leveraged Procurement Agreements) and internal contracts are coming up – All advertising will be through Cal eProcure.
 2. Ms. Shell noted DGS will be engaging in several outreach events, which are listed in the report to be sent to members after the meeting.
 3. OSDS (Office of Small Business and Disabled Veterans Services) – The SB/DVBE business package is currently in the public comment period; there are regulations updates due to recent legislation passed.
 4. DGS plans to do an economic impact study of the SB/DVBE program – This has not been done since 2009, and will look at the benefits of having this program in place. DGS wants to make sure this program is something businesses want to participate and find value in; this should be initiated soon.
 5. Recent statistics reveal there are six active cases open for investigation and appeals for compliance actions; businesses may be using the SB/DVBE status inappropriately; information on these actions is available online.
 6. Emergency Registry – There have been multiple emergencies over the past weeks related to heat, fires, and hurricanes. Registering with the Emergency Registry opens up opportunities for SB and DVBE to participate in emergency related work. As California continues to have emergencies, the opportunities will be there, but firms need to register in order to participate.
 7. Supplier Diversity Program – Thus far, 2,564 bidders and 60 suppliers have affirmed ownership and diversity data of their firms. DGS will be providing a dashboard to access the information gathered soon.
 8. Executive Order N-16-22 issued September 13, 2022 – Regarding TACPA (Target Area Contract Preference Act) [click [HERE](#) to access information about TACPA policies and procedures], DGS has developed training for state departments on the TACPA program as required. Training must be completed by 12/31/22; covers TACPA requirements in contracts, establishing a TACPA liaison, ensuring bidders understand the program through the bidding process.
 9. Equity Action Plan – State departments are being asked to develop an Equity Action Plan to start in 2023 – Includes hiring and procurement processes; DGS will be assisting agencies on how to develop their plans.
- G. GO-Biz Office of Small Business Advocate (OSBA) Update** – Tara Lynn Gray; access the website by clicking [HERE](#)
1. Technical Assistance Program – 91 centers were funded last year; the number funded this year has remained the same; currently have \$23 million in permanent funding to distribute, which OSBA will be awarding shortly.
 2. Capital Infusion Program – Letters of Intent for operating capital received; contracts will soon be signed.
 3. Women's Business Center – Requests for Proposals (RFP) for a 3-year pilot to provide technical assistance. This is a result of the great disparity in funding women's business centers due to COVID; RFPs should be released in two weeks.
 4. Reappropriations for MB COVID Relief - \$2,500 for the smallest, most vulnerable businesses; Los Angeles County is currently standing up their program; will be matching dollars to provide a total of \$5,000. More than \$323,000 in grants has been released with more funds yet to be awarded. Please check the website for changes in the guidelines.

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5. Performing Arts Program continues.
6. Open House, October 6 at 10 a.m. – Ms. Gray extended an invitation to the members to attend the virtual open house to introduce new things OSBA is doing, its expanded staff, and talk about programs OSBA has to offer.

H. High Speed Rail (HSR) Update – Catrina Blair; Ms. Blair's report will be sent to members after the meeting.

1. Refer to Ms. Blair's report for a complete list of projects posted; awards are listed on Cal eProcure.
2. Track & Systems update – Proposal due date is October 6; Design-Build and Maintenance; includes 30 year term of maintenance for both the underlying civil works and the track and systems work. This work would be issued through multiple Notices to Proceed for the Central Valley to Silicon Valley segment.
3. Environmental Services for the Merced to Fresno Project Section – RFQ has been released for A&E; Scope of Work includes as-needed environmental services, engineering services necessary to support the environmental work and related specialized professional services necessary to provide environmental clearance. Work includes, but is not limited to environmental impact analysis, CEQA/NEPA compliance and documentation, environmental re-examination and/or reevaluation, permitting, and environmental compliance during construction. Not to exceed dollar value for the agreement is \$3 million with a 3-year term. Statement of Qualification due 10/31/22; proposal to be awarded in December.
4. HSR SB Program Caltrans North Region Resource Roundtable (virtual), 9/20 at 12:00 p.m.
5. HSR SB Program NorCal PTAC Intro to Public Works Contracting – Series of workshops in two parts; scheduled for 9/22 and 10/6.
6. HSR SB Advisory Council meeting has been moved to the first week of December.
7. Ms. Blair and Ashley Mistler are both available for further questions regarding the many current and future projects.

I. Commodities Committee – Lee Cunningham, Vice Chair

1. Ms. Cunningham noted the committee's good working relationship with the Caltrans District Small Business Liaisons (DSBL) and how their participation energized the meeting.
 - a. Aaron Morgan, District 1 shared the North Region's (Districts 1, 2, and 3) current and future plans.
 - b. Traci Adams, District 10 has adopted a brand new approach using procurement vendors and SBs to come into the district office to do their pitch.
 - c. Alex Aguirre and the District 11 team reported on their in-house Procurement Fair.
2. Spend on Caltrans commodities – Developing tools for selling.
3. Verification proposal for suppliers – Method to mitigate fraud, stop such behavior, and enhance utilization of suppliers; both Ms. Shell and Mr. Tavares are looking into this to see what can be done.
4. The committee will be inviting a prime that has been successful in using suppliers either in November or the New Year.

J. Construction Committee – Debbie Hunsaker, Chair

1. Ms. Hunsaker opened by thanking the Caltrans staff who attended the meeting.
2. B2GNOW Compliance module – Already tracking prime payments; this will make a positive difference in prompt payment.
3. Training

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- a. Pilot in the NR to train equipment operators; Caltrans is looking to expand this statewide. It is one more way to increase the pool of trained staff.
- b. Truck driving school in place in Fresno (District 6).
4. Supply chain issues – Ray Tritt's team has put together a fuel index specification which is currently in the comment review phase; update in November.
5. Goals for A&E projects discussed – The committee is waiting for more progress on this from Mr. DeLuz and Ms. Hon.

K. Local Assistance/Professional Services Committee – Albert Leung, Chair

1. Re: Reporting from the Division of Local Assistance – Council Member Karen Nelson will continue to discuss with DLA on how professional services can get more involved with the related opportunities.
2. Unbundling contracts – Mr. Prizmich provided a report which provided the maximum amount for the SB acquisition process; will be continuing this discussion with Mr. Prizmich; the committee has concerns the amount may be too high and could slow down the FHWA process.
3. Design-Build goals – This is now in the hands of FHWA; Mr. Leung expressed appreciation to the committee members who provided results of their research.
4. Mr. Leung also expressed appreciation for the collaboration between the divisions to share data as noted by Ms. Lopez-Hardie.
5. Mr. Jordan requested a possible presentation based on how the work of the Division of Research, Innovation and Systems Information (DRISI) is relevant to that of the Statewide SBC.

L. African American DBE Participation Ad Hoc Committee – Council Member (Alternate) Will McClure for Jay King, Chair

1. Economic Business Summit co-organized by the California Black Chamber of Commerce, DGS, and Caltrans – Different sectors have been invited; the Chamber believes in equity and inclusion, the main driving forces behind the summit. African American businesses have been focused on because in the past they have been the most overlooked. This event is free of charge.
2. Matchmaking portal is operational – Mr. McClure explained the portal can match businesses with notices of work as they arise. Mr. McClure thanked Mr. Prizmich, Mr. Tavares, Ms. Shell, and Ms. Jackson for providing guidance on how to rollout the portal while maintaining compliance with relevant regulations.

M. SB 1 Work Group – Dr. Matthew Ajiake, Chair, reported the project has been delayed; he is hoping to provide a final report in November.

N. 2022 SBC Topic #1: Improving and increasing relationship building through partnership and teaming strategies between SB/DBE/DVBE sub-contractors, primes, and Caltrans Districts – Large group discussion facilitated by Ms. Lopez-Hardie

1. Ms. Lopez-Hardie – OCR is going through the process of securing the OJT Program and has partnered with and for a heavy equipment operator training program. Applications and other relevant information to be sent out beginning February 2023.

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Participants will be lined up for jobs at the end of their training. OCR hopes to make this an ongoing OJT training process. Currently targeting community colleges and high school graduates.

2. Dr. Ajiake asked how to link this to social justice and correct the wrongs of the past, and how can we engage with Ms. Lopez-Hardie's team to do outreach – Ms. Lopez-Hardie responded her team is targeting disadvantaged youth to provide lifelong opportunities and potentially raise the bar to improve living standards. OCR is looking to partner with organizations such as Dr. Ajiake's to do outreach.
3. Dr. Ajiake suggested a program that also looks at entrepreneurship. Ms. Lopez-Hardie agreed; the Supportive Services and other related programs are stepping stones to accomplishing this and more.
4. Council Member Paul Guerrero asked for contact information – Ms. Lopez-Hardie's team is in the process of developing information and a flyer for that information which she will send to Ms. Ching to distribute when ready.

O. New Business – Ms. Ching reviewed the new Action Items from this meeting; no other new business was brought forth by the members.

P. Public Comment – Facilitated by Chair DeLuz

1. Eddie Dillard – Requested Ms. Lopez-Hardie call him regarding grant qualifications for low income participants.
2. Danny Garza, Alternate Council Member – Expressed his thanks to Caltrans for immediate assistance regarding the illegal demolition of fuel stations.

3. Closing Remarks – Chair DeLuz

Mr. DeLuz closed the meeting.

- Thanked everyone for participating in the meeting; it makes a difference in how OCR does its work with the SB/DBE/DVBE communities.
- We are on track to hosting our first hybrid (in person and online) Council meeting in November. Ms. Ching will be confirming we are going forth with the in person side by October 1.
- The heavy equipment operator academy is slotted to begin in January. Ms. Lopez-Hardie also corrected the program as OJT Supportive Services, not just OJT.

Meeting Adjourned at 11:47 a.m.

Next Meeting: November 17 & 18, 2022; this will be a hybrid meeting – conducted in person and via WebEx; confirmation as to whether we will proceed with the in person option to be sent out by October 1.

DOCUMENTS distributed previous to the meeting via email:

- Meeting agenda.
- Draft of meeting record for July 22, 2022.

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- OCR Reports: Executive Management Dashboard; Commitment at Award, Construction; Commitment at Award, DPAC; District Monthly Contract Award; Monthly Contract Award.
- Districts 1 to 12, SB Update Reports.
- PowerPoint, "Middle-Mile Broadband Initiative"

PRESENT – Roll Call

Council Members:

1. Ajjake, Dr. Matthew, San Francisco Bay Area Small Business Council
2. Canete, Julian, California Hispanic Chambers of Commerce
3. Chaudhary, Arvin, American Council of Engineering Companies, California
4. Cunningham, Lee, Women Construction Owners and Executives, California Chapter
5. Garza, Danny, Alternate, La Raza Roundtable de California
6. Guerrero, Paul, La Raza Roundtable de California
7. Hou, Johnathan, Asian Business Community Development
8. Hunsaker, Debbie, Fresno Chamber of Commerce
9. Jordan, Fred, San Francisco Black Chamber of Commerce
10. King, Jay, California Black Chamber of Commerce
11. Lau, Eddy, Asian American Architects and Engineers, San Francisco Chapter
12. Leung, Albert, Asian American Architects and Engineers, Southern California
13. McClure, Will, Alternate, California Black Chamber of Commerce
14. Mistry, Sheila Rao, National Association of Women Business Owners, California
15. Nelson, Karen, CalAsian
16. Vela, Lisa Sunday, San Joaquin County Hispanic Chamber of Commerce
17. Wallace, Rich, Southern California Black Chamber of Commerce

Caltrans Staff

1. Tavares, Tony, Director
2. DeLuz, David, Deputy Director, Office of Civil Rights
3. Adams, Traci, District 10
4. Agar, Dennis, District 10
5. Agullio, Michael, OCR
6. Andersen, Amanda, District 2
7. Antony, Diane, Audits and Investigations
8. Barsanti, Adam, OCR
9. Barsoum, Bassem, District 8
10. Berry, Donna, Construction
11. Berry, Greg, District 3

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November 19, 2021, 8:30 a.m. to 12:00 p.m.

12. Buniak, Michael, OCR
13. Buynicki, Darlene, District 12
14. Camacho, Jose, Equipment
15. Casey, Aine, OCR
16. Casey, Bill, District 4
17. Chambers, Cheryl, District 4
18. Ching, Carole, OCR
19. Collins, Glenda, OCR
20. Crevin, Dan, OCR
21. Dermody, Ryan, District 9
22. Doan, Hau, Local Assistance
23. Doyle, Chloe, District 6
24. Elkins, Susan, District 3
25. Fonseca, Olivia, OCR
26. Gandy, Stacie, District 3
27. Goudeau, Annette, Local Assistance
28. Gomez, Diana, District 6
29. Gongora, Michelle, District 11
30. Himes, Amanda, District 5
31. Hon, Belinda, Construction
32. Ibarra, Maria, District 11
33. Kent, Bryan, Construction
34. Kishwar, Tanzeeba, Local Assistance
35. Kulesa, Susanne, District 2
36. Lam, Dee, Local Assistance
37. Lavelle, Bill, District 10
38. Long, Wenyi, Local Assistance
39. Lopez-Hardie, Michelle, OCR
40. Morales, Diane, District 8
41. Morgan, Aaron, District 1
42. Morris, Esther, DPAC
43. Mullen, Emilee, District 9
44. Nelson, Debra, District 4
45. Nobles, Ayanna, District 4
46. Ogbeide, Deneen, District 4
47. Peinado, Marcelo, District 11
48. Pharaoh, Shanae, District 12
49. Potter, Janet, DPAC
50. Prizmich, David, DPAC
51. Pugh, Jada, District 4
52. Raptis, Maria, District 7
53. Rizzutto, Shawn, District 11
54. Rodriguez, Blanca, District 7
55. Rollins, Marjani, OCR
56. Saber, Neda, District 12
57. Saeteurn, Chan, OCR
58. Samuelson, Mark, Local Assistance
59. Scott, Micah, District 7
60. Silva, Anna, Construction
61. Silva, Tricia, District 2
62. Smith, Leland, OCR
63. Spence, Robynn, District 3
64. Stamm, Taelor, OCR
65. Surfes, Adriana, Clean CA
66. Takhar, Hardeep, Partnering Program
67. Tarver, Daron, OCR
68. Torres, Fabiola, Audits and Investigations
69. Townsend, Everett, District 11
70. Tritt, Ray, Construction
71. Tuttle, Norman, OCR
72. Valley, Chardena, OCR
73. Victoriano, Matthew, Construction

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74. Vinson, Edwin, OCR
75. Von Tersch, Erin, OCR
76. West, Michael, OCR
77. Woolsey, Lindsey, Construction
78. Wooster, Larry, OCR

Guests

1. Blair, Catrina, HSR
2. Caliendo, Michael, FHWA
3. Dillard, Eddie
4. Draghici, Anda, DGS
5. Earl, Chris, GO-Biz Office of Small Business Advocate
6. Gray, Tara Lynn, GO-Biz Office of Small Business Advocate
7. Jackson, Danetta, DGS
8. Jahshan, Abd, PAL Engineering
9. Konove, Ellisa, FHWA
10. Lelo-Butcher, Raewyn, Ghirardelli Associates
11. Mammano, Vincent, FHWA
12. Shell, Angela, DGS
13. Swanson, Demishia, DGS
14. Varma, Pete