

## Caltrans Statewide Small Business Council – Meeting Record

Conducted via WebEx, Office of Civil Rights, 1823 14<sup>th</sup> Street, Sacramento, CA 95811

July 22, 2022, 8:30 a.m. to 12:00 p.m.

<b>Meeting called to order at 8:34 a.m.</b> by David DeLuz, Chair and Deputy Director of Office of Civil Rights.			
	Who is responsible/ presented	Date Completed / By When	Status
<b>Action Items from November 2021 Meeting</b>			
<b>Action Item #6:</b> Develop a Lookahead summary that highlights various projects throughout the 12 Districts.	OCR	9/16/22	<b>ASSIGNED:</b> Ms. Lopez-Hardie has met with Council Members to review the Lookahead summary; she will be providing a demonstration of the summary during the September meeting.
<b>Action Items from January 2022 Meeting</b>			
<b>Action Item #6:</b> 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	9/16/22	<b>ASSIGNED:</b> This continues to be a work in progress. Update during the September meeting.
<b>Action Item #11:</b> Research revising bid language to always include SB/DVBE in all bid postings.	OCR and OE	9/16/22	<b>ASSIGNED:</b> Mr. Singh is checking to see whether this can be done as soon as possible. Update during the September meeting.
<b>Action Items from March 18, 2022</b>			
<b>Action Item #7:</b> Provide Council members with information about the virtual Procurement Fair scheduled in November by the Northern Region Districts (1, 2, and 3).	OCR	9/16/22	<b>ASSIGNED:</b> This event is scheduled for late fall; the NR Districts are getting close to releasing preliminary information in early fall.
<b>Action Item #11:</b> Research the development of an annual meeting of the SB advisory councils from DGS, HSR and OCR.	OCR	9/16/22	<b>ASSIGNED:</b> Currently planning for a meeting in September for the standing committee chairs; meeting of the full councils is planned for December. Both meetings will be facilitated by Dennis Zanchi. Update during the September meeting.
<b>Action Item from April Executive Committee meeting</b>			
<b>Action Item #1:</b> Investigate whether separate goals for A&E and Construction can be used for Alternative Construction projects (includes CMGC	OCR & Construction	9/16/22	<b>ASSIGNED:</b> Still investigating separate goals for design and construction; 10 agencies have done this. Establishing separate goals under the overall

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and Design-Build). Additionally, separate DBE goals for A&E and Construction on federally funded Alternate Construction projects would provide SB and DBE firms Professional Services firms more opportunities to participate.			goal for alternative construction projects. OCR and Construction are still doing research. Update during the September meeting.
<b>Action Items from May 20, 2022</b>			
<b>Action Item #1:</b> Provide a presentation on which policies are being applied to guide the expenditure of IIJA funds.	Caltrans Director's Office and OCR	9/16/22	<b>ASSIGNED:</b> Mr. DeLuz noted he has been working with other California state agencies regarding implementation and utilization of IIJA funds. Also, the federal policy guidelines for IIJA funds has not yet been released. There is still a lot of work in this realm. Update during the September meeting.
<b>Action Item #3:</b> Regarding the Minor B report, provide a comparison of time periods to measure the impact of OCR's strategies implemented.	OCR	9/16/22	<b>ASSIGNED:</b> Ms. Lopez-Hardie and her team have been working on this. Update during the September meeting.
<b>Action Item #9:</b> Update the Procurement Fair Guidelines; distribute to DSBLs and the Council.	OCR	9/16/22	<b>ASSIGNED:</b> The Outreach Manager, Michael Aguilio, and his team will be working on this. Update during the September meeting.
<b>Action Item #11:</b> Presentation on how OE sets goals.	OCR	9/16/22	<b>ASSIGNED:</b> Update during the September meeting.
<b>Action Items from July 22, 2022</b>			
<b>Action Item #1:</b> Provide links to the new rulemaking changes set forth by US DOT, including the table summarizing these changes.	OCR	8/8/22	<b>COMPLETED:</b> Links and PDF of the table sent to Council members via email on the date to the left of this entry.
<b>Action Item #2:</b> Regarding the SB/MB firms getting contracts, provide a report disclosing whether the same firms are getting the contracts.	OCR Data Analysis Branch	9/16/22	<b>ASSIGNED:</b> Update during the September meeting.
<b>Action Item #3:</b> Provide utilization data of non-minority women.	OCR Data Analysis Branch	9/16/22	<b>ASSIGNED:</b> Update during the September meeting.
<b>Action Item #4:</b> Look into how District 10 gets subs to the table during their prime meet and greet events.	OCR Outreach Branch	9/16/22	<b>ASSIGNED:</b> Update during the September meeting.

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<b>Action item #5:</b> Provide contact information for DGS staff for SB and DVBE encountering difficulty re-certifying their businesses.	OCR	8/9/22	<b>COMPLETED:</b> Contacts were sent to Council members via email on the date to the left of this entry.
<b>Action Item #6:</b> Provide link to the California Economic Summit by Cal Forward as mentioned by the GO-Biz Office of Small Business Advocate.	OCR	8/8/22	<b>COMPLETED:</b> Link to this event was sent to Council members via email on the date to the left of this entry.
<b>Action Item #7:</b> Provide the Clean California PowerPoint presentation shared during the July SBC meeting.	OCR	8/8/22	<b>COMPLETED:</b> The PDF of the PowerPoint presentation was sent to Council members via email on the date to the left of this entry.
<b>Action Item #8:</b> Provide the key to the standard bid items mentioned during the Clean California presentation.	OCR	9/16/22	<b>ASSIGNED:</b> Update during the September meeting.
<b>Action Item #9:</b> Provide the list of Clean California local awarded projects including the location of the project.	OCR	8/8/22	<b>COMPLETED:</b> Link to the list was sent to Council members via email on the date to the left of this entry.
<b>Action Item #10:</b> 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	<b>ASSIGNED:</b> Update during the September meeting.
<b>Action Item #11:</b> Look into how the SPP (Strategic Partnership Program) as a strategy to promote partnership and teaming, especially regarding procurement contracts.	OCR	9/16/22	<b>ASSIGNED:</b> Update during the September meeting.
<b>Action Item #12:</b> Provide an update on the broadband fiber optic efforts.	OCR	9/16/22	<b>COMPLETED:</b> Presentation by the Middle-Mile Broadband Initiative team provided during the September meeting.
<b>Welcome and Roll Call</b> – Council Chair, David DeLuz opened the meeting at 8:30 a.m.			
<b>Opening Remarks; Review of the Agenda; Meeting Record Approval</b> – Chair DeLuz <ul style="list-style-type: none"> <li>Chair DeLuz noted the new Director, Tony Tavares, will be speaking soon.</li> <li>Mr. DeLuz also acknowledged the passing of former longtime Council member, Rodrigo Garcia, and called for a moment of silence in acknowledgement. Mr. DeLuz added the meeting will adjourn in Mr. Garcia's honor.</li> </ul>			

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- Caltrans has received notice of new rulemaking from US DOT regarding the DBE Program – This opened a 60-day public rulemaking comment period. Mr. DeLuz welcomed everyone to review the new rulemaking. Comments and feedback received will be coordinated by OCR. The link to the new rulemaking and the table summarizing the changes will be sent to the Council members to be shared with their member organizations. There have been many positive updates, including an increase in Personal Net Worth, a suggestion to provide something similar to the Contractor Registry we've been working on, and strengthening enforcement of the prompt payment process.
- Civil Rights assessment survey from the California Office of the FHWA - This survey has been sent out via email; Mr. DeLuz requested anyone receiving the survey to complete it, as it will help FHWA with their oversight and support responsibilities.
- Action Item review – Carole Ching went over the various Action Items still outstanding; please refer to pages 1-3 of this document.
- Meeting record approval – Motion to approve the meeting record of May 20, 2022, Council Member Debbie Hunsaker; seconded by Council Member Jay King; none opposed or abstained; the meeting record was approved.
- Contractor Registry update – Work on this has been temporarily suspended due to the new rulemaking, which will lay out guidelines for programs such as this.

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

1. Mr. Tavares, who had most recently been the District 7 Director, was appointed at the end of June to be the 34<sup>th</sup> Director of Caltrans.
2. Mr. Tavares acknowledged and expressed appreciation for Steven Keck, Caltrans CFO, who stepped in as Acting Director for the last several months.
3. Brief background: Prior to being the District 7 Director, Mr. Tavares was the District 4 Director, and before that, the Division Chief of Maintenance. Over the past three decades, he has held executive leadership roles for various division, such as Right of Way and Land Surveys, Northern Region Structure Construction, and Construction.
4. Mr. Tavares acknowledged the presence of several District Directors in attendance.
5. These are exciting times with many opportunities to thrive and improve the state's transportation system.
6. Vision and intention
  - a. Addressing critical climate issues – This is important to this administration; looking to all of us to help.
  - b. Multimodal transportation system – Robust stakeholder engagement is very important to the Director.
  - c. People-first culture – Caltrans will continue to be a people-first organization to ensure everyone in California has an opportunity to thrive
7. Foundational principles – Safety, equity, climate action, economic prosperity in our communities.
8. The important work this Council does is relevant to these principles, especially economic prosperity.
9. New positions:
  - a. Gloria Roberts – Acknowledging Ms. Roberts for serving as District 7's acting District Director following Mr. Tavares recent move to the Director's position.

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- b. Diana Morales – Appointed Acting District 8 Director.
- c. Diana Anthony – Appointed as Chief Deputy Inspector General.
- 10. Juneteenth – Our nation's newest federal holiday; Mr. Tavares provided a brief historical background and how Caltrans honors the heart of Juneteenth through its continuing stance on equity and the meaningful work of the Caltrans Office of Civil Rights.
- 11. PRIDE Month – President Biden proclaimed June 2022 as Lesbian, Gay, Bisexual, Transgender, Queer and Intersex Pride Month. It is a time to celebrate generations of LGBTQi+ people who have fought to live authentically and freely.
- 12. Clean CA – To date, Clean CA has collected nearly 721,000 cubic yards of trash; the presentation today by Clean CA program staff will update the Council further on this successful, ongoing initiative.

### Discussion:

- 1. Council Member Matthew Ajiake – The Council is looking forward to working with Director Tavares; promoting economic prosperity and equity is a good direction. How will the Director ensure staff will take on and implement this vision? Mr. Tavares understands the concern; however, his is a hands-on style. He supports building strength through partnerships.
- 2. Council Member Pete Varma – Mr. Varma welcomed Director Tavares; he acknowledged that with Chair DeLuz's leadership, the Council was able to make progress at the committee level, but noted success needs to be at all levels involved. He added the partnership goal is currently happening in District 11 where Council members are involved with putting events together in a way that can be replicated in other districts. Now that Mr. Varma is no longer involved with the Northern Chapter of the National Association of Minority Contractors (NAMC), he thanked his fellow Council members and expressed his appreciation for the work done together.
- 3. Council Member Jay King congratulated Director Tavares and added he is looking forward to working with Mr. Tavares.
- 4. Mr. DeLuz expressed appreciation for Mr. Tavares' demonstrated commitment to SB and DBE.

### **B. FHWA Update – Michael Caliendo**

- 1. Mr. Caliendo is here to support Mr. DeLuz and his team with whom he has built a strong working relationship.
- 2. He is looking at many different areas to progress and will be working on matters piece by piece; he has every confidence the OCR team can accomplish much.
- 3. Mr. Caliendo congratulated Mr. Tavares; he will be assisting Caltrans in any way he can.
- 4. Mr. DeLuz – Mr. Caliendo has been bringing solutions and support; OCR appreciates the work being done and the information shared. He thanked Mr. Caliendo for his partnership and sees real success in the future.

### **C. OCR Reports – Michelle Lopez-Hardie, OCR, pointed out highlights of the June OCR reports.**

- 1. Executive dashboard
  - a. Separate numbers for DBE utilization with and without CMGC.
  - b. Currently at 21.75% utilization, a significant increase over the past year.
  - c. Added the number of contracts received by each SED (Socially, Economically and Disadvantaged) group; still have work to do regarding the average from the Disparity Study.

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- d. DBE award information for CMGC only is 9.4%; Ms. Lopez-Hardie's team is doing research on the CMGC projects to determine where we are with each; this information should be available during the September meeting.
- e. In addition, her team should have data anomalies sorted out by the September meeting.
2. SB and MB reports – OCR is working with its partners to address anomalies; should be able to bring more information for the close of the past fiscal year.
3. Council Member Zeke Patten – Can we see whether the same firms are getting the contracts? Ms. Lopez-Hardie responded yes, her team can do that.
4. Dr. Ajiake – Regarding CMGC, this is an area that we need Director Tavares' help. CMGC is low hanging fruit, opportunities are there, but participation is abysmal. The opportunity to work with CMGC firms to grow SB participation – we are looking for a sea change and with the Director's support, the situation can improve.
5. Ms. Lopez-Hardie – Her team has been looking into CMGC and has made contact with the personnel responsible for sub selection; we are hoping to see improvement in participation.
6. Mr. DeLuz – OCR is undertaking a complete change regarding oversight and engagement regarding CMGC. If firms don't know the project is coming, they cannot prepare; projects and biddable opportunities need to be identified.
7. New rulemaking – Mr. DeLuz noted a change is being proposed requiring Design-Build to develop a DBE plan. This is proactive thinking – front end work – which will require partnering and teaming development so firms can engage and be selected. There has been a good convergence of energy in the changes being proposed in rulemaking involving GO-Biz and CalSTA so all firms can participate.
8. Council Member Shaila Rao Mistry – Regarding non-minority women and men: is there a category for non-minority women? Ms. Lopez-Hardie Yes; it is part of the information gathered as part of the groups described in 49 CFR. Ms. Mistry would like to see non-minority women tracked. Ms. Lopez-Hardie responded she should have that data by the September meeting.
9. Mr. Varma suggested OCR inquiring about District 10's meet and greet events in Stockton – The District 10 staff are able to bring primes and subs to the table.

### D. 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.

### E. Department of General Services (DGS) Update – Angela Shell; the DGS report will be sent to OCR for distribution to the Council members. *[The report was sent to Council members via email on 7/22/22.]*

1. SB size standards – An analysis is conducted every other year, which has resulted in an adjustment on caps. While the size standards for SB/MB cap has not changed, general SBs are now at \$16 million effective May 2022. SB Public Works is now at \$37 million, which will be again adjusted to \$38 million in 2023. These changes are posted on the DGS website.
2. Consolidated Annual Report – Tracks 25% SB and 3% DVBE goal attainment in 2021 for state agencies.
  - a. Prior year contracting came in below 25%, but the amount spent was greater than any other year due to COVID and fires at \$13 billion.



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- b. Without emergency spending, the amount would have been \$8 billion, which is the usual.
- c. SB total of that was \$3.1 billion at 14.6%; DVBE, \$520 million.
- d. DGS tracks both regular and emergency spending – SB, 28+%. DGS also looks at what agencies have achieved historically.
- 3. Statewide Emergency Registry Supplier List
  - a. SB and DVBE that have the capacity to support statewide emergencies are encouraged to register.
  - b. Registered companies need to be able to respond and support the emergency at hand.
  - c. DGS is asking state departments to go into this database when seeking firms to respond to an emergency.
  - d. Link to the list is in the DGS report to be sent to Council members.
- 4. Delay in certification time for SB/DVBE – Currently about two months behind.
  - a. DGS has extended the deadline for additional year-end renewals due to COVID.
  - b. If a company is having difficulty getting renewed, they can reach out to DGS staff, especially when the timing is critical to submit bids.
  - c. DGS will provide the contacts to OCR for distribution.
- 5. Supplier Diversity Data Collection
  - a. This is an option for any vendor working with the state can volunteer to provide.
  - b. The information is not publicly displayed.
  - c. It gives DGS the opportunity to see who it is awarding contracts to, identify gaps, and indicate where the agency needs to focus its attention from a statewide perspective.
  - d. Links are in the DGS report members will be receiving from OCR.
- 6. California Black Chamber of Commerce Business Economic Summit/Business Matchmaking, 9/30 to 10/1 at the Embassy Suites, Sacramento – DGS has partnered with the Chamber to provide this event with is free to all participants. Details in the DGS report.

### Discussion:

- 1. Council Member Lee Cunningham – Can the contracts be broken down by MB, SB, and SB-Public Works? Ms. Shell responded, yes, that can be done. Ms. Cunningham remarked it would be good to see whether SB-PW contracts are going to the same firms.
- 2. Anda Draghici, DGS also responded yes, DGS has the breakdown being requested by Ms. Cunningham; she will talk offline with Ms. Cunningham regarding this request.
- 3. Ms. Lopez-Hardie – Regarding the Minor B contracts, her team's analysis is seeing spikes and dips in the districts; is there a list of SB/MB/DVBE in the districts statewide? Ms. Draghici will provide Ms. Lopez-Hardie with a link to public searches and provide instructions on how to search.
- 4. Caltrans Emergency Contractor Registry – OCR will be looking at the DGS emergency registry to model after regarding functionality and use. OCR would like to bring the Caltrans emergency registry to a level of robustness useful to the districts.

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### **F. GO-Biz Office of Small Business Advocate (OSBA) Update** – Tara Lynn Gray; access the website by clicking [HERE](#)

1. COVID relief grants – The average size of the grants is declining; the average is about \$10.8 thousand as compared to \$11.1 thousand a couple of months ago.
2. Nonprofit Arts Program – Ongoing program; received 600 applications in the first week.
3. Technical Assistance Program – New program title as of this afternoon; RFPs will be released soon.
4. Source Diverse Source Local – Currently working with Los Angeles, Orange County, and Central California; Danny Fitzgerald is the lead for this program.
5. Staff updates – Now at 13 total staff.
  - a. Tom Burgess – Outreach and engagement team lead.
  - b. SB local engagement specialists in all three state regions.
  - c. Grant strategists supporting social media.
  - d. Information officers will be joining soon.
  - e. Cassie Fortes formerly with CalAsian is one of the new program managers.
6. Open house in fall – Save the date notices will be coming out in late September, early October.
7. California Economic Summit by Cal Forward, October 27-28 in Bakersfield – Focus on women; information to be sent to Council members.

### **G. High Speed Rail (HSR) Update** – No report provided.

### **H. Clean CA Presentation** – Tiffany McCalister; Joy Tite; Kenneth Johanssen

*[Copy of the PowerPoint sent to Council members via email on 8/8/22.]*

Refer to the PowerPoint presentation for further details.

#### Discussion:

1. Joy Tite – The beautification project was advertised and awarded through Cal eProcure; larger construction contracts were managed through Caltrans; from December, the various projects were distributed throughout the state.
2. SBs access information about the projects via the Clean CA website; smaller construction companies should find this helpful.
  - a. Contractors Corner – Search contracts by item; it is helpful to understand and know the standard bid item, e.g., landscaping begins with “20”; smaller companies can partner with larger contractors.
  - b. This also shows which contractors are bidding.
3. NCIS codes do not line up with Caltrans codes, but there are tools to find a project.
4. Ms. Tite added there are two programs conducting beautification projects, which are state and local based; local projects go through Local Agencies.
5. Adnan Maiah, Caltrans – The local grant program has been awarded and is now closed. There is potential for additional grant money; should be available in the 2022/2023 fiscal year.



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6. Dr. Ajiake asked about local stakeholder engagement in the development of the program – Ms. Tite responded there was much local engagement last fall to determine the program guidelines and design. Most engagement took place from September through March/April; there is still ongoing engagement regarding projects that are wrapping up. There has been a total of 148 projects and 500 to 600 engagements regarding beautification.
7. Dr. Ajiake asked how African American communities fared in the project selection – Ms. Tite responded the majority of the work was focused on underserved areas; the purpose was to remediate issues such as blight. The list of projects awarded can be found on the Clean CA website; OCR will provide the link again. The information includes the list of projects, their location and what they are doing to improve the area.
8. Mr. DeLuz noted Ms. Tite has identified a data report released to the Legislature; everything that has been requested here has been tracked.
9. Ms. Tite – All of these projects are along the roadside and behind the curb.
10. Dr. Ajiake asked if these projects were assessed according to how they would improve the quality of life for the impacted communities – Ms. Tite responded, yes. Mr. Maiah stated the makeup and engagement profile is 90% underserved local arts and 100% underserved. The scope is the result of direct engagement with the communities focused upon. The projects are interactive with the communities, not unilateral decisions made by Caltrans.

### **I. Construction Committee – Debbie Hunsaker, Chair**

1. Ms. Hunsaker acknowledged and thanked Mr. Varma for his work as the past Construction Committee Chair and his leadership; the committee appreciates all he has done.
2. Training – The launch of B2GNOW will be focused on prompt pay which is very useful for the SB community. The committee is committed via Council Member Paul Guerrero to doing training for this great resource. Ms. Hunsaker acknowledged Anna Silva and Pat Maloney with Construction for their assistance.
3. Partnering – Maria Raptis, District 11, has been working with Mr. Varma and Council Member Rebecca Llewellyn to host a panel of five primes; Ms. Hunsaker would like to expand the idea to District 6. She will be discussing a similar pilot with District 6 Director Diana Gomez.
4. Ms. Silva shared an outreach event for Districts 1, 2, and 3 to educate committee members to pass on to their respective SB communities regarding doing business with Caltrans.
5. Increase in fuel costs – Ray Tritt, Construction, provided what Caltrans has been doing to address this issue; further update during the September meeting.
6. Ms. Cunningham is also serving on this committee to address electric forklifts – Costs and challenges involved with this commonly used equipment.
7. Ms. Hunsaker requested a representative from DPAC to attend the Construction Committee meeting.

### **J. Local Assistance/Professional Services Committee – Albert Leung, Chair; Johnathan Hou, Vice Chair**

1. Local Assistance oversight report was provided by Hau Doan and Wenyi Long.

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2. The committee had a lengthy discussion about moving matters forward to engage more DBEs.
3. Standardization of reports – Still waiting for B2GNOW to become fully operational.
4. Participation in A&E contracts – Minor B opportunities; additional documentation to be considered will be sent to Ms. Ching for distribution to Council members.
5. Tool for unbundling to get smaller firms to become primes, which District 7 has been developing; Council Member Richard Hernandez has shared a paper to be distributed.
6. Other documents will be sent to Mr. DeLuz for consideration.

### **K. Commodities Committee – Zeke Patten, Chair**

1. Mr. Patten reported eight of the twelve District Small Business Liaisons (DSBL) joined the meeting.
2. Procurement fairs – DPAC has requirements for procurement; guidelines for procurement discussed.
  - a. How to make the fairs more productive was covered.
  - b. The DSBLs shared information about upcoming procurement fairs in their respective districts.
  - c. Items usually purchased at the fairs was shared.
3. The DSBLs have made it possible to make progress.
4. The committee is looking forward to seeing the commodities lookahead report – Ms. Lopez-Hardie noted the commodities lookahead report is online; lookahead contracts report to launch in September; her team has much of the data the committee is looking for. Mr. DeLuz suggested a retrospective report on what has been purchased should indicate a pattern.
5. Mr. DeLuz suggested double checking the list of DBEs and commodities vendors, maybe start with ten to twenty items being sold, then go to the list of vendors selling those items per district and publicize.
6. Verification of suppliers – Regarding equality of minority contractors that are SB/DBE, verification to bring them in, increase inclusiveness, and make their information available to larger contractors. Mr. DeLuz is in receipt of the committee's proposal and will be providing clarifying guidance. He understands the intent is to improve and increase the number of DBE suppliers; need to make sure OCR is within policy and alignment with Caltrans. Ms. Cunningham will send the note from Flatiron and Turner.
7. Mr. Varma is talking with primes about their national agreements for supplies; the committee may want to talk with the primes about this.

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

1. The updated DBE database was shared; it is much more user friendly.
2. The committee also looked at key DBE links and websites, such as the link to the emergency state registries, Contractors Corner, and projects advertised on Cal eProcure.
3. Ms. Cunningham shared her interactions with Turner and their concerns.
4. To the comment that African American contractors can only do contracts up to \$100 thousand: Mr. DeLuz noted Council Member Jay King clarified he does not believe that African American contractors cannot do multimillion-dollar projects; Mr.

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King observed there is a significant number – about 84% are under the \$5 million capacity. If we are to lift up all boats, we need to incorporate smaller firms to increase their capacity no matter which group. This is the reasoning behind addressing this issue in a multiple effort manner. There is a distinct desire to grow new and emerging firms, which is consistent with state law and makes smart economic sense.

5. Mr. McClure added Mr. King said the companies reviewed mainly earn between \$30,000 to \$100,000. Many companies prior to taking their Chamber workshops had no idea about opportunities with Caltrans. Historical data has reflected this. But there is no limit to what Black folk can make.
6. Mr. DeLuz reiterated we need to increase engagement across all groups.

**M. SB 1 Work Group** – Dr. Matthew Ajiake, Chair, reported they are still waiting for the contractor to get their work done. There have been delays on supplies; project completion of the final report in a couple of months.

**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 Mr. DeLuz.

1. VELO Group suggested by Mr. DeLuz as a possible model for partnering and relationship building
  - a. Mr. Varma has done research on VELO Group and spoke to its principal – The approach is more focused on the time after the contracts have been awarded. Partnership arrangements are done afterwards.
  - b. Caltrans would need to make arrangements with primes on large engagements pre-award.
2. Mr. DeLuz agreed the strategy needs to be pre-award. Mr. Varma noted it would need to be a pre-contract meeting.
3. Ms. Hunsaker – It is critical to have the right people at the pre-cons.
4. Mr. Varma – The primes he spoke with assume Caltrans would need to reach out to them; they are willing to hear and work together on this, but the bottom line is making a profit.
5. Mr. DeLuz suggested the following steps:
  - a. Meeting with the primes.
  - b. Strategy like the pre-cons which occur before the mandated pre-bids.
  - c. Strategic Partnership Program (SPP).
  - d. Utilizing incentives both monetary and non-monetary to drive behavior.
6. Mr. Varma – May want to research the SPP and include procurement contracts; primes are already at the table.
7. Dr. Ajiake – Need to incentivize change in behavior. Find primes that are incentivized to participate in partnering to increase the capacity of new businesses.
8. Mr. McClure – AB 1574 incentivizes by encouraging businesses to engage smaller businesses.
9. Mr. DeLuz stated there are other ways besides money to incentivize primes.
10. Mr. Caliendo – There are challenges with GFE; Caltrans is strengthening GFE oversight, but these efforts are slow to roll out. Word does get out when bids are taken away if no GFE was found.

## Caltrans Statewide Small Business Council – Meeting Record

Conducted via WebEx, Office of Civil Rights, 1823 14<sup>th</sup> Street, Sacramento, CA 95811

July 22, 2022, 8:30 a.m. to 12:00 p.m.

11. Mr. Varma – Teaming SB with SB or DBE with DBE, working with each other; this culture needs to change in this way in order for small companies to grow.
12. Dr. Ajiake asked what Caltrans position was on consortiums – Mr. DeLuz needs to double check, but he thinks those are allowable. Dr. Ajiake thinks that could be a game changer if consortiums are allowed.
13. A point was made that meeting with the primes is helpful, but Caltrans need to establish policy to award to new, legitimate companies.
14. Council Member Richard Hernandez's report on research he has conducted – The definition of land surveyor and land surveying has discrepancies. He has found that 21% are not licensed, and for design, 30% do not have a license.
  - a. Local agency awarded a multimillion-dollar job to a company that is Hispanic, but they are not Hispanic; this is fraud.
  - b. The system needs to be repaired.
  - c. A true program needs to be put together.
15. Curtis Williams, OCR – Regarding the land surveyor observation: Research revealed these firms were grandfathered in; will be contacting Mr. Hernandez to investigate further. Mr. Williams appreciates the points made.
16. Update on the broadband fiber optic efforts will be covered possibly during the September meeting.

**O. New Business** - Carole 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. Jason Ironi, Andersen Integrated Services – Regarding encampments, there has been a change in solicitations and SBs can no longer bid on those contracts. Specifically, it is #07-A5439, unsheltered encampment cleanups on Caltrans Right of Way. He would like to see this revert back to the original manner of solicitation. David Prizmich, DPAC noted this is a Maintenance contract that would go through DPAC; he will look into this.
2. Abd Jahshan, PAL Engineering – Need to train Caltrans employees on how they manage subs.

3. **Closing Remarks** – Chair DeLuz

Mr. DeLuz closed the meeting in honor of Rod Garcia, a longtime former member of the Council, friend, and colleague.

- Ms. Cunningham – Mr. Garcia was her mentor; he was a legend and a wonderful human being.
- Dr. Ajiake – Mr. Garcia was a gentleman who showed him the ropes when he was still “green and wet behind the ears.”

**Meeting Adjourned at 12:30 p.m.**

**Next Meeting: September 15 and 16, 2022;** more information will be shared August/September.

### DOCUMENTS distributed previous to the meeting via email:

- Meeting agenda.
- Draft of meeting record for May 20, 2022.

## **Caltrans Statewide Small Business Council – Meeting Record**

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July 22, 2022, 8:30 a.m. to 12:00 p.m.

- 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.

### **PRESENT – Roll Call**

#### **Council Members:**

1. Ajiake, Dr. Matthew, San Francisco Bay Area Small Business Council
2. Canete, Julian, California Hispanic Chambers of Commerce
3. Derek Carroll, Elite SDVOB Network
4. Chaudhary, Arvin, American Council of Engineering Companies, California
5. Chen, Lynn, California Chinese American Construction Professionals Association
6. Cunningham, Lee, Women Construction Owners and Executives, California Chapter
7. Duenas, Sonia, CalAsian
8. Giron, Bruce, National Association of Minority Contractors, Northern California
9. Guerrero, Paul, La Raza Roundtable de California
10. Hale, Gene, Greater Los Angeles Area African American Chamber of Commerce
11. Hernandez, Richard, San Bernardino Chamber of Commerce
12. Hou, Johnathan, Asian Business Community Development
13. Hunsaker, Debbie, Fresno Chamber of Commerce
14. King, Jay, California Black Chamber of Commerce
15. Lau, Eddy, Asian American Architects and Engineers, San Francisco Chapter
16. Leung, AIlbert, Asian American Architects and Engineers, Southern California
17. Llewellyn, Rebecca, Women Construction Owners and Executives, USA
18. McClure, Will, Alternate, California Black Chamber of Commerce
19. McGlover, Stephen, California Community Connection
20. Mistry, Sheila Rao, National Association of Women Business Owners, California
21. Patten, Jr., Ezekiel, Black Business Association, Los Angeles
22. Vela, Lisa Sunday, San Joaquin County Hispanic Chamber of Commerce
23. Wilder, Deborah, Alternate, Women Construction Owners and Executives, USA

## Caltrans Statewide Small Business Council – Meeting Record

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July 22, 2022, 8:30 a.m. to 12:00 p.m.

### 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. Aguirre, Alex, District 11
6. Azima, Cindy, District 9
7. Berry, Greg, Caltrans
8. Buynicki, Darlene, District 12
9. Ching, Carole, OCR
10. Collins, Glenda, OCR
11. Copeland, Aisha, OCR
12. Culik-Caro, Helena, Caltrans
13. Dallarda, Gustavo, District 11
14. Doan, Hau, Local Assistance
15. Doyle, Chloe, District 6
16. Elkins, Susan, District 3
17. Gandy, Stacie, District 3
18. Goudeau, Annette, Local Assistance
19. Gomez, Diana, District 6
20. Greutert, Tim, Construction
21. Helton, Kirsten, Caltrans
22. Himes, Amanda, District 5
23. Hodzic, Seid, Caltrans
24. Hon, Belinda, Construction
25. Ibarra, Maria, District 11
26. Johansson, Ken, Clean CA
27. Kent, Bryan, Construction
28. Knadler, Christine, District 9
29. Lam, Dee, Local Assistance
30. Lavelle, Bill, District 10
31. Long, Wenyi, Local Assistance
32. Lopez-Hardie, Michelle, OCR
33. MacDonald, Jason, District 12
34. Maiah, Adnan, Clean CA
35. Maloney, Pat, Construction
36. Mathis, Maecel, District 11
37. McAllister, Tiffany, Clean CA
38. Morales, Diane, District 8
39. Morgan, Aaron, District 1
40. Morris, Esther, DPAC
41. Nobles, Ayanna, District 4
42. Ogbeide, Deneen, Caltrans
43. Peinado, Marcelo, District 11
44. Pharaoh, Shanae, District 12
45. Prizmich, David, DPAC
46. Pugh, Jada, District 4
47. Raptis, Maria, District 7
48. Rizzutto, Shawn, District 11
49. Rodriguez, Blanca, District 7
50. Samuelson, Mark, Local Assistance
51. Scott, Micah, Caltrans
52. Silva, Anna, Construction
53. Silva, Tricia, District 2
54. Smith, Leland, OCR
55. Spence, Robynn, District 3
56. Stamm, Taelor, OCR
57. Surfas, Adriana, Clean CA
58. Tite, Joy, Clean CA
59. To, Cynthia, OCR



## **Caltrans Statewide Small Business Council – Meeting Record**

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

60. Townsend, Everett, District 11
61. Tritt, Ray, Construction
62. Tuttle, Norman, OCR
63. Valley, Chardena, OCR
64. Victoriano, Matthew, Caltrans
65. Vinson, Edwin, OCR
66. West, Michael, OCR
67. Williams, Curtis, OCR
68. Williams, Marquis, District 12
69. Woolsey, Lindsey, Construction
70. Wooster, Larry, OCR
71. Yu, Walter, Caltrans

### **Guests**

1. Altaha, Ali
2. Bley, Ruth
3. Caliendo, Michael, FHWA
4. Cheathon, Katrina, California Black Chamber of Commerce
5. Dillard, Eddie
6. Draghici, Anda, DGS
7. Gray, Tara Lynn, GO-Biz Office of Small Business Advocate
8. Galarza, Miguel, Yerba-Buena Engineers & Construction
9. Ironi, Jason, Andersen Integrated Services
10. Jackson, Danetta, DGS
11. Jahshan, Abd, PAL Engineering
12. Raynal, Elizabeth, Ghirardelli Associates
13. Shell, Angela, DGS
14. Shevlin, Jessica B., Sacramento Regional Transit District
15. Varma, Pete