

DBE News

Published by the Idaho Transportation Department

May 2009 Volume XVIII No. 8



Where in Idaho is this? See page 2

What is a DBE?

A DBE is a small, for-profit business concern that is at least 51% owned and controlled by socially and economically disadvantaged individuals. The US Department of Transportation's (USDOT) DBE Program is designed to foster equal opportunity for minority, female and disadvantaged business owners on federal-aid transportation projects, and for helping them improve their business efficiency and flexibility.

This monthly newsletter is published by the ITD's DBE Supportive Services as an informational and educational resource for DBEs, contractors, consultants and federal-aid agencies on EEO, procurement and business issues. If you'd like to receive this newsletter regularly, please contact us for a **free subscription**.

— **Liz Healas, Editor**



DBE Statutory Caps Raised

USDOT ceilings for regular DBEs, DBE airport concessionaires and DBE lending institutions are adjusted upwards for inflation

In early April, the USDOT raised the statutory caps on the size standards the DBE Program uses to determine whether businesses are "small."

Using formulas to adjust for inflation, the cap for regular DBE-certified companies was raised from \$20.41 million to \$22.41 million average gross receipts over the three preceding years.

For most Airport Concession DBEs (ACDBEs), the cap was raised from \$47.78 to \$52.47 million. However, ACDBEs dealing in car rentals rose from \$63.71 million to \$69.97 million.

DBE financial or lending institutions were raised from \$750 million to \$1 billion.

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Lizapalooza Continues Triumphant Tour

*This month's tour dates: **Hailey on May 12 & Salmon on May 14***

Since December, DBE Supportive Services has been giving a series of half-day "**Doing Business with the Government**" (aka "Lizapalooza") workshops in conjunction with other government agencies like the Small Business Administration and the Idaho Department of Commerce.

Depending on the location, other federal agencies such as the US Forest

Department of Commerce.

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Inside ... Newly Certified DBEs ... DBE is Idaho Small Business Person of 2009 ... May Training Events ... Sam's Club Savings Drive ... DAC Northwest for Recruitment... 2009 Idaho Legislature ... BUSTED! Tales from the OIG ... City of Lewiston's DBE Goal ... ITD Procurement Info

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Visit us on-line at www.itd.idaho.gov/civil/external.htm

Office Location & Mailing Address:

3311 W. State Street, Room 300B / PO Box 7129, Boise, ID 83707

(Office Hours are 8am - Noon, 1pm - 5pm, Mountain Time)

To see our complete **DBE Directory**, visit on-line at www.itd.idaho.gov/civil/dbefirms.htm. This listing is updated to our website on the first workday of every month. Hard copy versions of the directory, updated each quarter, are also available by request.

Interested in becoming a DBE, but don't know the certification process? Watch our slideshow at www.itd.idaho.gov/civil/Slideshow.pps

Newly Certified DBEs

Wildhorse Environmental, LLC

Catherine Reno, Managing Member

PO Box 50564, Idaho Falls, ID 83405

Phone: (208) 520-5526

FAX: (208) 529-3908

Email: catherine@wildhorseenvironmental.com

Homepage: www.wildhorseenvironmental.com

Environmental consulting: environmental and risk assessments, permit and report development, compliance monitoring, inspections, negotiation and remediation.

Ritter Consulting

Alicia A. Ritter, President

1711 West Resseguie Street, Boise, ID 83702

Phone/FAX: (208) 433-9610

Email: ritterconsulting@mac.com

Project management, communications consultation, public involvement.

DBE Named 2009 Idaho Small Business Person of Year

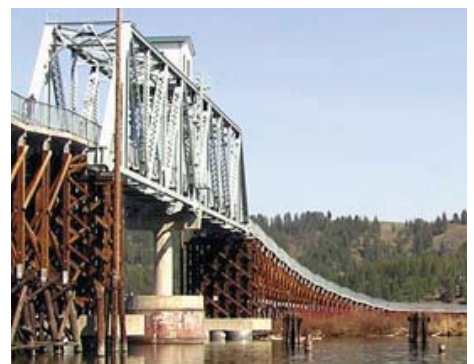
Mara McMillen, President of McMillen LLC, was chosen for two awards last month by the SBA and the Idaho Business Review

Mara McMillen, president of DBE-certified McMillen LLC, has been named the U.S. Small Business Administration (SBA)'s **2009 Idaho Small Business Person of the Year**.

Founded in 2004, McMillen LLC is a woman-owned, Boise-based small business with offices in Coeur d'Alene and Walla Walla. The firm provides engineering, construction and consulting services to clients around the Northwest.

(Continued on page 4)

Clue for this month's "Where in Idaho is This?" (front cover) Beginning on April 19, 1867, surveyors mapped the entire state starting from this volcanic butte. Every piece of land in the state is referenced by its direction and distance from a brass survey marker located on top, where you can get a 360 degree view of the Snake River Plain.



Answer to April Issue: **Lake Chatcolet Swing Bridge** in Benewah County.

Training Events in June

MON	TUE	WED	THU	FRI	SAT
<p>1 How to Start a Biz Boot Camp Lewiston ISBDC (208) 792-2465 www.idahosbdc.org</p> <p>Taking Your Business to the Web Post Falls NIC Workforce Trg (208) 666-8009 www.idahosbdc.org</p>	<p>2 Business Basics Boise SBA (208) 334-9004 ext. 333</p>	<p>3 What Businesses Need to Know about Unclaimed Property Boise ISBDC (208) 426-3875 www.idahosbdc.org</p> <p>Selling to the Government Post Falls NIC Workforce Trg (contact info left)</p>	<p>4 SBA Loan Briefing Boise SBA (208) 334-9004</p> <p>Planning for Business Success Ponderay NIC Workforce Trg (contact info left)</p>	<p>5 Planning for Business Success Post Falls NIC Workforce Trg (contact info left)</p>	<p>6 Beginning QuickBooks Ontario TVCC (541) 881-8822 http://common-spot.tvcc.cc/Academics/BizCenter/</p>
8	<p>9 Social Awareness—Social Intelligence Boise Metro Chamber of Commerce (208) 472-5200 www.boisechamber.org</p> <p>Biz Basics: How to Start Your Own Business Ontario TVCC (contact info above right)</p> <p>Biz Start-Up Boot Camp Twin Falls ISBDC (208) 732-6544 www.idahosbdc.org</p>	<p>10 Attracting Equity Investors & Lessons Learned Idaho Falls ISU Center for Higher Education (505) 843-4202</p>	<p>11 Small Business Start-Up Seminar Pocatello ISBDC (208) 232-4921 www.idahosbdc.org</p>	12	<p>13 Business Fundamentals Boise SBA (208) 334-9004 ext. 338</p>
15	<p>16 What if we all took Bows? Fresh Perspective on Passionate Workplaces Boise META (208) 336-5533 ext. 230</p> <p>Basic Tax Requirements Post Falls NIC Workforce Trg (contact info above left)</p>	<p>17 SBA Loan Briefing Boise SBA (208) 334-9004</p>	18	<p>19 What is Forensic Accounting? Boise Metro Chamber of Commerce (contact info above left)</p> <p>Managing Your Business Finances II Post Falls NIC Workforce Trg (contact info above left)</p>	20
<p>22 Business Plans (Developing & Submitting) Lewiston ISBDC (contact info above)</p>	<p>23 Biz Start-Up Boot Camp Twin Falls ISBDC (contact info above)</p> <p>Guerilla Marketing 101: Marketing Strategies That Fit Your Budget Post Falls NIC Workforce Trg (contact info above left)</p>	24	25	26	27
29	<p>30 Guerilla Marketing 102: Are You Spending Too Much Money on Advertising & Marketing? Post Falls NIC Workforce Trg (contact info above left)</p>	<div style="text-align: center;">  <p>Many of these classes are eligible for reimbursement under the \$1,000 Training Grant!</p> </div> <div style="text-align: right; background-color: #e0f0e0; padding: 5px;"> <p>Having problems finding the right kind of training? Call or e-mail us! We're very good at hunting things down!</p> </div>			

Sam's Club Savings Drive to Help America's Small Businesses Succeed

Sales Associates work to find \$270 million in savings for Small Businesses to lower their costs

Sam's Club is fighting for America's small business owners and operators and beginning on April 2, thousands of associates from all of its 600 clubs across the country are committing to visit 100,000 small businesses to help them identify ways they can lower their costs and succeed.

The **Sam's Club Small Business Savings Drive** is part of a campaign that culminates during National Small Business Week May 22. Associates are working for small business owners to find at least \$270 million in savings by comparing the prices of similar business related products to items available at Sam's Club.

Said Cindy Davis, executive vice president, Membership, Marketing and E-commerce at Sam's Club. "Pennies matter more than ever for today's small business owner and helping them find as much or more than thousands of dollars in savings has a real impact and can mean keeping a new employee, expanding or financing a start-up."

"The Sam's Club Small Business Savings Drive is a great example of the opportunity large companies and small businesses have to work together to spur economic development and job creation, at a time when so many small businesses are affected by the tough economy," said Aida Alvarez, former administrator of the Small Business Administration and board member of Wal-Mart Stores, Inc.

Small business owners and operators as well as entrepreneurs starting a business

can call **800-726-7258** to request help and arrange a visit from Sam's Club associates locally. In addition, online at samsclub.com/smallbusiness there are examples of cost comparisons savings, related resources and tips from business owners.

Last year, during National Small Business Week, Sam's Club conducted a pilot cost comparison program resulting in 5,300 invoice comparisons and identified more than \$3.5 million in savings on products available in its clubs. Sam's Club is guaranteeing it can help small business save and will refund any business membership at any time should it not be able to demonstrate savings to the satisfaction of the member. In addition, Sam's Club is offering a complimentary one-day membership to any small business good through May 25, 2009.

During National Small Business Week May 18-22, Sam's Club will work shoulder-to-shoulder with small business owners nationwide as part of an annual appreciation event for its business members that includes field associates, Home Office management and executive leaders.

Sam's Club estimates more than 600,000 small business owners or their employees walk through its doors everyday. In addition to products, Sam's Club also offers small business members access to affordable health insurance and other services such, as merchant credit card processing solutions and time-saving solutions including online ordering through "Click n' Pull."

(McMILLEN, Continued from page 2)

"Receiving this award is very special to all the fine employees who make up our outstanding team for this company," McMillen said in a statement released by the SBA's Boise District Office. "It is through their hard work and effort that McMillen Engineering and Construction has not only grown, but has become a truly respected company within the industry."

"Mara's business is a good example of how vision, hard work, integrity and strategic planning can lead to success," said Norman Proctor, Boise SBA director.

McMillen Engineering and Construction recently worked with the Mountain View Little League to construct new baseball fields, and donated planning and engineering and managing construction at Lake Hazel Middle School.

McMillen will be honored by the SBA at the National Small Business Week ceremonies in Washington, D.C., May 17-19, when the National Small Business Person of the Year will be named.

And if being Idaho Small Business Person of the Year wasn't enough, the Idaho Business Review also recognized McMillen, LLC as one of the 21 "**Best Places to Work in Idaho**" — third place in the Small Business Category (fewer than 100 employees).

The Idaho Business Review awards are conducted in partnership with Populus, an Idaho-based strategic marketing research and consulting company.

The 21 honored companies were nominated by their employees. McMillen was cited for helping their 29 employees find balance with work and home.

The second annual award ceremony was held on April 16 at Boise State University.

Disability Action Center Northwest as an EEO Contract Compliance Tool

On the lookout for new recruiting sources in order to diversity your workforce? If you've been awarded federal-aid transportation contracts, you should be — this is one of the things we cover during our EEO Compliance Reviews.

Here's one you might not know about:

The Disability Action Center NW, Inc.
www.dacnw.org

DAC Northwest is a non-profit community partnership working to promote the independence and equality of all individuals with disabilities in all aspects of society. Utilizing their collective power, they provide information and referral services while fostering attitudes, policies, and environments of equality and freedom.

And don't forget — document all your recruiting efforts! You never know when Julie Caldwell might select *you* for a compliance review.

(SIZE CAP, Continued from page 1)

With the exception of these statutory caps, the DBE Program follows the Small Business Administration (SBA)'s small business size standards, which were last revised in 2008.

For example, the size limit for specialty trade contractors is \$14 million over a three-year average gross. Environmental consultants have a \$6 million limit; for engineers and architects, \$4.50 million.

More information on the SBA's size standards can be found at www.sba.gov/contractingopportunities/officials/size/index.html.

2009 Idaho Legislature

Here are some of the bills having the potential to affect our DBEs. To see the full text of the bills (and their progress), visit www.legislature.idaho.gov/legislation/2009/minidata.htm

HOUSE

H0001 ENGINEERS & SURVEYORS, FEES

REVISED Amends existing law relating to engineers & surveyors to revise ... certain fees. **LAW**

H0092 ARCHITECTS, EXAM/LICENSURE

REVISED Amends existing law relating to architects to revise examination & licensure requirements. **LAW**

H0109 CONTRACTOR REGISTRATION

ACT Amends existing law relating to the Idaho Contractor Registration Act to revise provisions relating to information submitted for contractor registration. **LAW**

H0110 PLUMBING/APPRENTICES/

FEES/REGISTRATION Amends existing law relating to plumbing & plumbers to revise provisions relating to registration, fees & renewal for apprentices & specialty apprentices. **LAW**

H0111 ELECTRICAL CONTRACTORS/

EXAMS/LICENSING Amends existing law relating to electrical contractors & journeymen to revise provisions relating to examination & licensing requirements; to revise provisions relating to licensing & registration periods; to revise provisions relating to the revival of an expired license; and to revise certain fees. **LAW**

H0112 BUILDING SAFETY, APPRENTICE

REGISTRATION FEE Amends existing law relating to installation of heating, ventilation & air conditioning systems and to revise the registration period & the registration fee for apprentices & specialty apprentices. **LAW**

H0113 PLUMBERS, BOARD POWERS,

CERTIF RENEWAL Amends existing law relating to plumbing & plumbers to ... provide



Idaho's legislature is temporarily housed here, in the old Ada County Courthouse, while the Statehouse is undergoing renovation.

procedure for renewal of a plumbing contractor or journeyman certificate of competency; and to provide timing & procedure for renewal of a plumbing specialty contractor & specialty journeyman certificate of competency. **LAW**

H0114 BUILDING CODES, REVISED

Amends existing law relating to building codes to revise building code editions.

H0147 COMMERCIAL DRIVER'S LICENSES, FINES

Amends existing law relating to the Transportation Dept. & commercial driver's licenses to revise provisions relating to disqualifications & certain penalties; and to revise provisions relating to fines for certain employers. **LAW**

H0162 WORKER'S COMP/PENALTIES

FOR NO COVRG Amends existing law to provide penalties for employers who intentionally & willfully fail to secure the payment of compensation, to provide an additional factor the commission may consider in determining whether penalties should be assessed & collected; and to provide for an appeal to the full Industrial Commission on certain matters.

H0242 IDAHO SMALL EMPLOYER

INCENTIVE ACT Amends existing law to extend the sunset date to the Idaho Small Employer Incentive Act. **LAW**

H0258a SPECIALTY LIMITED HEATING CONTRACTOR/JOURNEYMAN

Amends existing law to define a specialty limited heating contractor/journeyman for purposes of licensure by the HVAC Licensure Board & to provide a fee for examination for such specialty license. **TO GOV**

(Continued on page 6)

Busted! Tales from the OIG

Big Dig Subcontractor Pleads Guilty to Fraud

On February 26, Island Lath & Plaster Inc. (ILP) pled guilty in U.S. District Court, Boston, MA, to a one count information charging conspiracy to make false claims and false statements on a highway project.

ILP admitted it conspired to impede the lawful execution of the DOT's DBE regulations and submitted false information in payment requests for time and materials (T&M) change order work as a subcontractor on a Central Artery/Tunnel (CA/T) Project contract.

A sentencing date has yet to be set.

ILP performed work on the CA/T Project

(*LEGISLATURE, Continued from page 5*)

HCR015 HEALTH INSURANCE/SMALL BUSINESS/STUDY Stating findings of the Legislature & authorizing the legislative council to appoint a committee to undertake & complete a study of the feasibility & expense of providing small businesses better access to affordable health insurance.

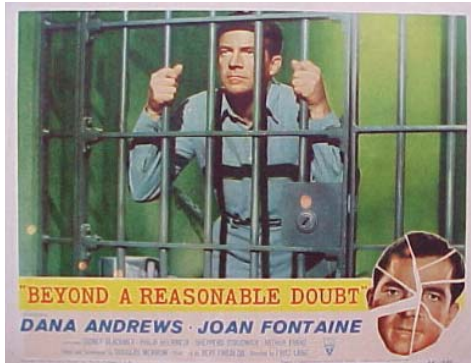
SENATE

S1030 MOTOR VEHICLES - CELL

PHONE USE Amends & adds to existing law relating to motor vehicles & cellular telephones to prohibit the use of cellular telephones while operating a motor vehicle, to provide exceptions & to provide a penalty.

S1031 MOTOR VEHICLES - CELL

PHONE USE Amends & adds to existing law relating to motor vehicles & wireless communications devices to prohibit the use of a wire-



The Office of the Inspector General calls "Shenanigans!" on the Big Dig

contract on behalf of Adams Management Group, Inc. (AMG). AMG was to work as a DBE subcontractor to the primary contractor McCourt/Obayashi, J.V.

Instead, the work was substantially performed by ILP, a non-DBE company, by agreement with AMG.

In addition, ILP engaged in a scheme to overbill the CA/T by falsely categorizing and billing AMG apprentice workers at higher rates for T&M work performed on the project. ILP also prepared false T&M billings that AMG submitted to the CA/T Project.

less communications device while operating a motor vehicle; to provide exceptions & to provide a penalty.

S1055 MOTOR VEHICLES Amends existing law relating to motor vehicles & rules of the road to revise provisions prohibiting certain materials on highways, to provide for exceptions & to provide for an infraction.

S1072 MOTOR CARRIERS - INSPECTIONS, EXEMPTIONS Amends existing law relating to motor carrier inspections to provide that certain intrastate motor carriers shall be exempt from driver qualification regulations & hours of service regulations & to revise exemptions.

S1095 WORKER'S COMP, FEES

Amends existing law relating to worker's compensation to revise the manner in which certain fees shall be adjusted each year by providing that the fees shall be adjusted by the Industrial Commission.

S1103 DESIGN-BUILD HIGHWAY PROJECTS - CONTRACTS Amends & adds to existing law to provide procedures for awarding design-build contracts for highway transportation projects; and to provide procedures for award of construction manager/general contractor contracts for highway projects.

S1147 DESIGN-BUILD HIGHWAY PROJECTS - CONTRACTS Amends & adds to existing law to define terms and to provide procedures for awarding design-build contracts for highway transportation projects.

S1155 EMPLOYMENT - UNAUTHORIZED ALIENS Amends & adds to existing law relating to employment of unauthorized aliens to revise the amount of a fine & to provide for a misdemeanor; to prohibit employment of unauthorized aliens, to provide provisions relating to the filing & investigation of a complaint ... to provide provisions relating to actions against certain employers, to provide for penalties, to provide that the attorney general shall maintain a database of certain court orders, to provide for application of federal law, to provide for exceptions & an affirmative defense, etc.

S1186 HIGHWAY PROJECTS - GARVEE BONDING AUTHORITY Provides bonding authority in a principal amount to finance \$82,000,000 of highway transportation projects and provide intent language regarding the use of bond proceeds. **LAW**

Forgotten who your Idaho legislators are? Visit www.legislature.idaho.gov/about/districtmap.htm for a point-and-click map which will show your district's senators & representatives.

Public Notice City of Lewiston Disadvantaged Business Enterprise (DBE) Goal

As the recipient of Department of Transportation (DOT) funding, the City of Lewiston is required to set an annual Disadvantaged Business Enterprise (DBE) goal.

(Continued on page 7)

Not all of ITD's projects open for bid are directly highway-related. Check out www.itd.idaho.gov/business/business.htm (**Bid & Contract Information—ITD Goods & Services**) for bid openings on maintenance buildings, rest areas, sand sheds, mowing, and other services posted by ITD's Purchasing Section. And here's the great part: these notices now are hyperlinked to their plans and specifications!

(PUBLIC NOTICE, Continued from page 6)
The City of Lewiston's overall DBE Goal for FY2009 and FY2010 is 1%.

The rationale for the proposed goal is available during normal business hours at the City of Lewiston Community Development Department, 215 D Street, Lewiston for 30 days following the date of this notice.

The City of Lewiston will accept comments on the goals for 45 days from the date of this notice. You may submit comments to: Shannon Grow, Transit Grant Administrator, PO Box 617, Lewiston, ID 83501 or by e-mail at sgrow@cityoflewiston.org or to Monica McCallum at the Federal Transit Administration, 915 Second Avenue, Suite 1342, Seattle, WA 98174 or by e-mail at monica.mccallum@dot.gov.

DATED this 26th day of April, 2009, City of Lewiston.

Don't See DBE Goals On ITD Projects?

That's because we currently have a **race/gender-neutral program with no individual DBE project goals**. To view ITD's current Annual Participation Goal (APG), visit www.itd.idaho.gov/civil/dbgoal.htm.

ITD Highway Construction Projects

For the quickest, most complete notification of these projects as they are put out for bid, visit ITD's **Contractor Information Page** (www.itd.idaho.gov/design/contractors/contrinfo.htm)

This excellent resource features *Notice to Contractors* (**available online only**), which alerts you to all upcoming federal-aid and state highway construction

projects let through ITD, and list specific details and quantities, the names of resident engineers, and a brief description of the work to be performed.

Also included is: *Quarterly Bidding Forecast*, *Planholder Lists* (updated daily), *Bid Result and Bid Abstract Information*, and *Contract Award Information*.

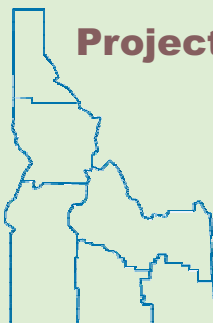
Looking for primes who are looking for DBEs? Check our **"Invitations to Bid"** page at www.itd.idaho.gov/civil/invitations.htm regularly for updates.



Free Non-Bidder's Plans & Specs For DBEs

Idaho-Certified DBEs: remember to call DBE Supportive Services at (208) 334-4442 for *free* non-bidder's ITD Plans & Specifications if interested in bidding as a subcontractor.

Limit of ONE set of plans per project per DBE firm. A DBE Non-Bidders Plan Holders list can be found at www.itd.idaho.gov/civil/planholders.htm.



Project-Related Questions?

District 1	Coeur d'Alene	(208) 772-1200
District 2	Lewiston	(208) 799-5090
District 3	Boise	(208) 334-8300
District 4	Shoshone	(208) 886-7800
District 5	Pocatello	(208) 239-3300
District 6	Rigby	(208) 745-7781

(LIZAPALOOZA, Continued from page 1)

Service are likely to join in, too.

The purpose of the workshops is to give participants a primer on doing business with the government (both state and federal) and to introduce them to the DBE, 8(a) and HUBZone Programs.

This is a lot of information to pack into a half day! Which leads us to a secondary but still important function of the workshops: allowing business owners to meet representatives from various agencies whom they can contact later for more information or other service referrals.

But that's not all: the Lizapalooza Troupe will also be appearing at the Idaho National Laboratory (INL)'s "**Small Business 101**" business event at the Arco/

Idaho Transportation Department
EEO Office—DBE Supportive Services
PO Box 7129
Boise, ID 83707-1129

May 12
Hailey
Wood River Inn
May 14
Salmon
Stagecoach Inn



To download "**Doing Business with the Government**" registration forms, visit: www.itd.idaho.gov/civil/external.htm
Keep checking back regularly for new dates and locations!

Besides the locations scheduled for this month (*see inset*), our other planned locations include Sandpoint and Kellogg. Subject to demand, we may also hold another one in Boise.

Stay tuned to this newsletter and our website for details.

Butte Business Incubator Center on May 13, 9am-3pm.

While this event won't be the same as the more intensive Lizapalooza Experience, attendees will hear presentations from various INL-related agencies, the Region VI Idaho Small Business Development Center, and Eastern Idaho Service Corps of Retired Executives (SCORE).

To register for that event or more details, call **Dana Storms** at (208) 526-8564 or e-mail dana.storms@inl.gov.

ITD & TITLE VI

The Idaho Transportation Department (ITD) is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives.

ITD assures that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any ITD service, program, or activity.

The department also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations.

In addition, the department will take reasonable steps to provide meaningful access to services for persons with Limited English Proficiency.

First Class Mail
US Postage Paid
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Permit No. 143

We're on the Web! Visit us at www.itd.idaho.gov/civil/dbefor.ms.htm for a 12-month archive.