

**Transportation Commission of Colorado
Disadvantaged Business Enterprises (DBE) Committee Agenda
Wednesday, November 16, 2016
4201 East Arkansas Avenue; Auditorium
Denver, Colorado**

**HEATHER BARRY, Chairwoman
District 4**

**KATHLEEN GILLILAND
District 5**

**Kathy Hall
District 7**

**BILL THIEBAUT
District 10**

**STEVEN HOFMEISTER
District 11**

**HERMAN STOCKINGER
Policy and Government Relations Director/Secretary**

The Chairwoman may change the item sequence or timing

- 1. Call to order**
- 2. Approval of Minutes from June 16, 2016**
- 3. DBE Participation Report**
- 4. Connect2DOT Program Update (Small Business Outreach)**
- 5. DTR Title VI Plan**
- 6. Workforce Development Update**
 - a. OJT Overall Goal Report**
 - b. Central 70 Workforce Development Update**
- 7. ADA Title II Program Update**
- 8. Public Input/Comments**
- 9. Adjourn**



COLORADO
Transportation Commission

4201 East Arkansas Avenue, Room270
Denver, CO 80222-3406

DATE: November 1, 2016
TO: Transportation Commission
FROM: Greg Diehl, Director, *Civil Rights & Business Resource Center (CRBRC)*
SUBJECT: November Disadvantaged Business Enterprise (DBE) Committee Meeting

Minutes

June DBE Committee Meeting Minutes are attached.

DBE Participation Report

As shown in the attached DBE Participation Report, through the end of Federal Fiscal Year 2016 (10/1/2015 - 9/30/2016) CDOT exceeded its DBE overall annual goal of 12.15% with 13.2% in awards to DBEs. This represents the seventh consecutive year in which CDOT has exceeded its overall annual DBE goal (FFY 2010 - FFY 2016). During the same seven year period, CDOT's program has grown dramatically (from approximately \$209 Million in Federal dollars awarded in FFY 2010 to nearly \$493 Million in FFY 2016) while continuing to grow both DBE participation and capacity. The FFY 2016 year-end report also shows 465 contracts (prime and subcontract) being spread between 126 individual DBE firms.

Supportive Services - Connect2DOT Program Update

In response to the committee's request, feedback regarding the Meet and Greet event was distributed via email in August.

CDOT's quarterly FHWA report, which highlights the accomplishments of CDOT's Connect2DOT program, has been included in your packet. As noted in the report, the CRBRC is currently in the process in developing a tailored supportive services program for the Central 70 project. Additionally, CDOT has solicited for a provider of bonding assistance as part of the OCIP Request for Proposals.

Division of Transportation and Rail (DTR) Title VI Plan

Every three years, the Transportation Commission must approve CDOT's revised FTA Title VI Program. The CRBRC has included the Title VI program approval in the consent agenda and will not be giving a presentation. However, we are happy to answer any questions the DBE Committee or Transportation Commission have regarding the proposed plan and supporting documents.

On the Job Training (OJT) Program Overall Goal Accomplishment

Similar to its DBE Program, CDOT also establishes an annual overall OJT goal. For FFY 2016 the overall OJT goal was 50,000 training hours. CDOT exceeded the goal for FFY 2016 with 62,478 hours.

Central 70 Workforce Development Update

The Central 70 team hosted a workforce roundtable on September 8, 2016. The Community College of Denver presented the local hiring needs assessment findings (hard copies of full study available upon request) and discussed sustainable workforce development strategies with various educational agencies, county and city commissioners, as well as local non-profit and community groups. The currently proposed goals for the project are 200,000 hours for the On-The-Job Training program and 760,000 hours for the Local Hiring program.

ADA Transition Plan



CDOT continues to move forward with the update to its ADA Transition Plan. Recently the ADA task force finalized a prioritization list of curb ramps from the inventory and will be presenting a statewide funding allocation strategy to the Regional Transportation Directors (RTDs) in November for the new 5-year ADA Curb Ramp Program.

Attachments

June 2016 DBE Committee Meeting Minutes

FFY 2016 DBE Participation Report

CDOT DBE Supportive Services (FHWA) Report



**Transportation Commission of Colorado
DBE Committee Meeting Minutes
June 16, 2016**

Call to Order: The meeting was called to order at 9:18 am.

Attendance: The following were in attendance:

Commissioner Barry	Commissioner Hofmeister
Commissioner Gilliland	Commissioner Connell
Commissioner Hall	Commissioner Gifford
Joshua Laipply	Johnny Olson
Tony DeVito	Paul Jesaitis
Dave Eller	Anna Mariotti
Greg Diehl	Katherine Williams
Megan Coontz McAllister	Joe Serna

Approval of Minutes: Commissioner Gilliland moved to approve the minutes. The committee unanimously approved the minutes.

Committee Name Change: The committee discussed the change from “DBE Committee” to “Small Business and Diversity Committee.” The name change was originally proposed and agreed to last year. However, CDOT waited to open the rules until additional changes were required.

Disparity Study Question: The CRBRC staff were asked whether CDOT intends to conduct a disparity in the near future. The cost of a disparity study is quite high and CDOT is not required to conduct one for the continued implementation of the DBE program. Instead, every three years, CDOT conducts an analysis of ready and willing DBEs during its triennial goal setting. During the goal setting, CDOT does review the disparity studies that have been conducted in the relevant market area.

Meet and Greet Recap: Commissioner Connell requested a recap of the items raised during the Small Business Meet and Greet so that the Committee could hear what topics were presented to others. Commissioner Gilliland commented that she received good feedback on our programs, we should begin with addressing those items that are low hanging fruit, and overall felt it was good that outreach is encouraging people to speak up. However, she felt the event was too rushed and they needed a longer event. There was a request that the DBE and ESB applications be combined. However, this was evaluated as part of the rewrite of the ESB program and we found that it was not possible. Each application requires unique information that the other does not provide. The CRBRC will distribute a summary of comments from the event.

OJT Goal Update: The On the Job Training Goal for CDOT is \$50,000. CDOT is half way there and therefore appears to be on schedule for the federal fiscal year.

DBE Participation Report: As shown in the DBE Semi Annual Report for the first half of Federal Fiscal Year 2016 (10/1/2015 - 03/31/2016) CDOT is slightly behind its DBE overall annual goal of 12.15% with 11.9% in awards to DBEs. However, it is expected that CDOT will increase its participation during the construction season.

Adjournment

DBE MONTHLY REPORT FOR CONSTRUCTION CONTRACTS

Federal Fiscal Year 2016 to Date (10/1/2015 - 9/30/2016)

Federal Dollars Only

	A	B	C	D	E	F	G	H	I
AWARDS/COMMITMENTS MADE DURING THIS REPORTING PERIOD (total contracts and subcontracts awarded or committed during this reporting period)	Total Dollars	Total Number	Total to DBES (Dollars)	Total to DBEs* (number)	Total to DBEs /Race Conscious (dollars)	Total to DBEs/Race Conscious (number)	Total to DBEs/Race Neutral (dollars)	Total to DBEs/Race Neutral (number)	Percentage of total dollars to DBEs
1. Prime contracts awarded this period	\$492,941,677	107	\$4,069,862	3	\$0	0	\$4,069,862	3	0.8%
2. Subcontracts awarded/committed this period	\$198,740,108	1656	\$60,892,506	462	\$39,720,721	266	\$21,171,784	196	30.6%
3. TOTAL			\$64,962,367	465	\$39,720,721	266	\$25,241,646	199	13.2%

	A	B	C	D	E	F	G
DBE AWARDS/COMMITMENTS THIS REPORTING PERIOD-BREAKDOWN BY ETHNICITY & GENDER	Black American	Hispanic American	Native American	Asian American	Non-Minority Women	Other (i.e. not of any other group listed here)	TOTALS (for this reporting period only)
4. Total Number of Contracts (Prime and Sub)	30	188	18	2	226	0	464
5. Total Dollar Value	\$2,034,046	\$36,504,903	\$3,598,278	\$73,041	\$22,644,472	\$0	\$64,854,740

	A	B	C	D	E
ACTUAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of Prime Contracts Completed	Total Dollar Value of Prime Contracts Completed	DBE Participation Needed to Meet Goal (Dollars)	Total DBE Participation (Dollars)	Percentage of Total DBE Participation
6. Race Conscious	64	\$273,897,708	\$26,010,155	\$35,690,361	13.0%
7. Race Neutral	13	\$17,142,087		\$1,865,437	10.9%
8. Totals	77	\$291,039,796		\$37,555,798	12.9%

* The 465 prime and subcontracts shown in this column went to 126 individual DBE firms.



FFY SOW 2015 Quarterly Report 4

Performance Period: July 1, 2016-September 30, 2016

Colorado Department of Transportation
Civil Rights & Business Resource Center
4201 East Arkansas Avenue
Denver, CO 80222

Table of Contents

PART 1 – ACCOMPLISHMENTS AND PERFORMANCE	2
<i>i. Connect2DOT Activities</i>	2
<i>i. LEADING EDGE™ for Transportation</i>	8
<i>ii. Outreach</i>	8
<i>iv. Bid Express</i>	8
<i>v. Statewide DBE & Small Business Conference</i>	9
<i>vi. Program Management and Expansion</i>	9
PART 2 - BUDGET SUMMARY	11

Part 1 – Accomplishments and Performance

The Colorado Department of Transportation (CDOT) is committed to developing and delivering a meaningful Disadvantaged Business Enterprise (DBE) Business Development Program (BDP) through funding support from the Federal Highway Administration (FHWA). CDOT has successfully delivered DBE supportive services through the Connect2DOT program (www.connect2dot.org) for the past three years.

The Connect2DOT program provides technical assistance, business planning, outreach, and training throughout the state through a strategic partnership with the Colorado Small Business Development Center (SBDC) Network. The Colorado SBDC Network is operated by the Governor's Office of Economic Development and International Trade (OEDIT) and is governed by a cooperative agreement with the US Small Business Administration (SBA).

Through a memorandum of understanding with OEDIT, CDOT and the Colorado SBDC's have developed an effective model for delivering supportive services that helps to nurture, increase capacity, and grow Colorado's DBEs and small businesses in highway design and construction. Highlights of achievements during the fourth quarter of the 2015 federal fiscal year include:

a. **Connect2DOT Activities**

A solid foundation has been developed for the Connect2DOT program and it continues to gain momentum. The Connect2DOT program conducted outreach, training and one-on-one consulting activities across the state this quarter.

a. **Workshops & Webinars**

- i. **ESB Orientation Webinars.** This is a mandatory one-hour session held monthly for small businesses applying for ESB certification with CDOT. Connect2DOT conducted three webinars this quarter with a total of 35 interested small businesses and provided follow-up assistance for application submittals.
- ii. **CDOT Contract Management and Compliance Workshop.** This full day workshop is for prime and subcontractors working on CDOT highway construction contracts. It covers topics related to compliance with the regulations outlined in FHWA Form 1273. This quarter a workshop was held in Greeley on July 8, 2016 for 48 attendees. CDOT Civil Rights staff presented as subject matter experts. Connect2DOT was a sponsor and assisted with registration, logistics, and catering.
- iii. **CDOT Professional Services Contract Terms & B2G Compliance System Webinars.** On July 26, 2016, CDOT staff provided an overview of the new terms for Professional Services (consultant) contracts and the new system for DBE and ESB compliance reporting on engineering projects. There were 56 attendees. As a follow-up to this session, CDOT conducted another webinar on September 15, 2016 to provide updates about the process using real-life scenarios from the previous two months. There were 33 attendees.
- iv. **CDOT Central 70 Subcontractor Series.** This webinar was the fourth in a series for the Central 70 project intended to provide small businesses and other potential subcontractors with a project status, current updates, and anticipated timelines. The webinar was held on August 9, 2016 for 76 attendees.
- v. **CDOT MPA Salary Increase Expense Reimbursements Workshop and Webinar.** CDOT Engineering Contracts and Audit requested assistance with a training session for professional services consultants on a new "Appendix J" process to reimburse consultants for salary increases during the contract year that were not covered by the MPA. CDOT initially intended to hold 3 separate workshops over 3 weeks at the end of September 2016. Connect2DOT arranged a location for the workshops at the Denver SBDC and managed registration, promoted the sessions via email,

networks, and social media. We received an average of 12 registrations for each of the 3 sessions. Due to various factors, CDOT chose to cancel the first two workshops and host one workshop on October 5, 2016.

b. Small Business Collaborative Forums

In an effort to create collaborative industry communication and an open feedback loop, CDOT established regular quarterly forums which began this quarter. The forums enable small businesses, CDOT staff, and other industry leaders to find solutions to issues affecting DBE and ESB utilization and success in the planning, design, construction, and operation of the Colorado transportation system. CDOT plans to host separate Small Business Collaborative Forum meetings dedicated to construction and professional services. More information about the forums can be found at <http://www.connect2dot.org/stay-connected/cdotcf>

- i. **Professional Services Collaborative Forum.** CDOT continued the quarterly Professional Services Forum on July 14, 2016. There were 31 people who attended in person. The meeting included an update on the new Professional Services contract requirements, scoring system, and enforcement. There was also a discussion with CDOT Engineering Contracts staff about the Statement of Interest (SOI) and evaluation scoring process. The Central 70 project team provided an update and there was a review of upcoming events and forum progress.
- ii. **Construction Collaborative Forum.** CDOT continued the quarterly Construction Forum on September 26, 2016. There were 33 people who attended in person and 21 who joined the simulcast webinar. The meeting included a forecast of upcoming CDOT projects provided by CDOT Construction Contracts staff. The other topics of discussion included an overview of upcoming changes to the CDOT construction specification and compliance processes, as well as the implementation of LCP Tracker for certified payrolls and other labor compliance processes. CDOT also held a task force meeting with stakeholders to further discuss payment issues brought up during the forum.

b. Small Business Networking Events

Connect2DOT assists with several small business networking events throughout the year. These have been most successful when paired with a project pre-bid meeting or other project-related outreach. Connect2DOT coordinates with the Regional Civil Rights Managers to identify opportunities to bring CDOT Project Managers, prime contractors and DBE businesses together for a meet-and-greet prior to project lettings. The frequency of these events is dictated by CDOT's project advertisement schedule.

- i. **CDOT Day at the DOT.** Connect2DOT was a co-sponsor for the 2nd Annual Day at the DOT event, which is hosted by the CDOT Center for Procurement and Contracts Services. There were morning and afternoon sessions with training on How to Do Business with CDOT, Certifications, and the Supplier Self-Service Portal. CDOT department staff and industry partners participated in an exhibitor hall with more than 50 tables. Over 250 people attended the event. CDOT CRBRC staffed two exhibitor tables and Connect2DOT provided two workshop-style presentations during the day.

c. Industry Events

- i. **COMTO 12th Annual Golf Outing & Scholarship Event.** The Connect2DOT Program Manager attended as a board member and sponsor for the networking golf outing with COMTO members and other industry partners on July 14, 2016. Approximately 75 people attended the event in Golden, CO.
- ii. **7th Annual Southwest Colorado Women's Conference.** The Southwest Colorado Women's Conference is an annual SBDC event in Durango/Ignacio, Colorado. The event attracted 200 attendees and involved breakout sessions, keynote presentations, and resource booths. Connect2DOT staffed a booth, gave a presentation on Doing Business with CDOT, and also provided one-on-one consulting to four small business owners.

- iii. **PTAC Government to Business Outreach Event.** Connect2DOT participates in the PTAC G2B events once each quarter. This quarter, Connect2DOT provided a presentation with CDOT Procurement and Contracts Services staff on August 11, 2016 in Aurora to approximately 18 attendees. Follow up consulting was provided to two of the attending firms.
- iv. **HCC Annual Auction & BBQ.** The Connect2DOT Program Manager attended the HCC Annual Auction & BBQ event on August 17, 2016 as a board member of the HCC Contractor Academy and provided an auction item for the event. Proceeds from the auction help fund the non-profit Contractor Academy. There were approximately 75 people who attended, including members and non-members.
- v. **RTD S/DBE Advisory Committee.** The quarterly RTD S/DBE Advisory Committee meeting, held on August 24, 2016, included a discussion about prompt payment solutions for small businesses, including a capital access tool called NOWAccounts. It also provided an opportunity to network with RTD personnel, prime contractors, members from local associations and community organizations, and small business owners.
- vi. **Kiewit-Meridiam Partners Capacity Building Workshop.** The Connect2DOT Program Manager attended this workshop on September 13, 2016 led by Kiewit-Meridiam Partners, a team formed for the CDOT Central 70 Project pursuit. The workshop focused on new ways to prepare for the bidding opportunities on design-build projects and included a networking session for small and disadvantaged businesses to meet with members of the team.
- vii. **Flatiron Connections.** Connect2DOT collaborated with the USDOT SBTRC and Flatiron Construction, the prime contractor for the C-470 Tolled Express Lanes project, for a DBE/ESB outreach event for 25 contractors. Connect2DOT provided suggestions for a targeted event based upon relevant and available scopes of work on the project similar to the Prime Connections events hosted by the SBTRC. This event gave DBE/ESB firms the opportunity to meet one-on-one with various Flatiron Construction team members and fulfilled part of Flatiron Construction's outreach requirement for the C-470 project.

d. Partnerships with other Programs

- i. **CDOT HQ** – This quarter, the Connect2DOT Program Manager began assisting several department leads at CDOT with a redesign of the CDOT Business Center web page. The goal of the web page redesign is to simplify access to content and various registration and prequalification systems for individuals, business owners, and contractors visiting the CDOT website. Assistance included conducting a content and link analysis of the website compared to other DOT's across the country and developing a proposed wireframe for a new layout. Connect2DOT will continue to participate in advisory meetings and provide content, including excerpts from the Connect2DOT website, as needed.
- ii. **RTD** – CDOT CRBRC and Connect2DOT participate on the RTD DBE Advisory Committee (DBEAC) which convenes quarterly. The last meeting was on August 24, 2016 and included a discussion about NOWAccounts. Connect2DOT expects to participate in the next meeting scheduled for October 26, 2016 and provide updates about upcoming small business outreach, events, and forums.
- iii. **PTAC** – Connect2DOT collaborates with PTAC for the B2G outreach sessions and co-presents at workshops and conferences. The Colorado SBDC Network has formal partnership with Colorado PTAC, and several offices are co-located across the state. Connect2DOT expects to participate in the next B2G workshop in Aurora on November 10, 2016 and has also asked PTAC to present on the topic of Veteran-Owned SB certification at an internal consultant workshop on October 27, 2016.

- iv. **SBTRC** – Connect2DOT assists the Small Business Transportation Resource Center with promoting its Bonding Education Program and Prime Connections events. Connect2DOT has solidified an approach for the Central 70 project which will include a Leading Edge program in the spring of 2017, a Bonding Education Program in the fall of 2017, and a specialized Central 70 program with the selected developer team. Additional incentives and cooperative marketing materials are currently being developed.
- v. **Hispanic Contractors Colorado** –Connect2DOT participates with industry partners in the HCC Transportation Committee. The committee meets on the second Wednesday of the month to discuss topics related to small businesses in the transportation and transit sector. Connect2DOT has also solidified a referral process for HCC members to receive one-on-one consulting and scholarships for the Leading Edge program.
- vi. **HCC Contractor Academy** – The Connect2DOT Program Manager participates as a Board Member for the Contractor Academy, which is a 501(c)3 providing educational workshops and training for construction contractors. The board meets bi-monthly to discuss curriculum, program partnerships, funding, sponsorships, scholarships, and events. This quarter, the board met twice to review the strategic plan, budget, and upcoming activities.
- vii. **COMTO Colorado** – The Connect2DOT Program Manager participates as an Executive Board Member and attends regular monthly meetings of the Colorado chapter of Conference of Minority Transportation Officials (COMTO). Connect2DOT is currently working with CDOT staff to host the October meeting at CDOT headquarters to strengthen the connection between COMTO and CDOT.
- viii. **Colorado Contractors Association** – Connect2DOT works with CCA to gather feedback from industry and promote workshops and networking sessions for large and small businesses. This quarter, collaboration included discussions about specification changes, prompt payment solutions, and promoting upcoming roundtables across the state, including a co-sponsored roundtable event planned for October 25, 2016 in Durango.
- ix. **Western CCA** – Connect2DOT continues to cross-promote workshops and events hosted by the Western CCA. Connect2DOT is pursuing additional partnership opportunities, including a co-sponsored contractor training on LCP Tracker and B2G Now.
- x. **Colorado OEDIT Minority Business Office (MBO)** – Connect2DOT meets once per quarter with the OEDIT Deputy Director and MBO Director to discuss cross-promotional opportunities. This quarter, the focus of the discussion was on delivering an “internal” consultant workshop on federal, state, and local small business certifications. The workshop has been scheduled for October 27, 2016 and will be delivered both in-person and via webinar. Presenters from CDOT, City and County of Denver, RTD, SBA, and PTAC have been asked to participate as subject matter experts. Connect2DOT and the MBO are also exploring partnership opportunities related to the planned Colorado DBE Conference slated for spring of 2017.
- xi. **Colorado State Purchasing Office** – CDOT collaborates frequently with the State Purchasing Office to assist small businesses that provide vendor products and services. This quarter, Connect2DOT met with the Supplier Diversity Liaison, Chelsea Bunker, to discuss partnership opportunities and upcoming events.
- xii. **ACEC of Colorado** – Connect2DOT coordinates with ACEC to cross-promote workshops and events. CDOT also collaborates through quarterly liaison meetings. This quarter, Connect2DOT met with the ACEC Director to discuss issues and solutions raised by ACEC members. Connect2DOT also coordinated with ACEC to promote the CDOT MPA Salary Increase Reimbursement training.

- xiii. **Black Construction Group** – This is a special interest group of the Black Chamber of Commerce. Connect2DOT attends monthly member meetings and cross-promotes events and workshops when applicable to the industry. This quarter, CDOT CRBRC staff provided an overview of changes to various contracting processes, including the implementation of B2G Now and LCP Tracker, for contractors interested in doing business with CDOT.
- xiv. **Western Colorado Latino Chamber of Commerce** – This is a new partnership that was developed to increase Connect2DOT’s presence in CDOT Region 3. A certification workshop and a RoadX training are currently being discussed in cooperation with the Grand Junction SBDC.

e. SBDC Activities

- i. **Lead Center** – The Lead Center assists with coordination of the Connect2DOT virtual consultant team and SBDC Directors. This quarter, Connect2DOT participated in the Lead Center’s quarterly consultant call and discussed the upcoming training opportunity for certification consulting. The Connect2DOT Program Manager has also reached out to all SBDC’s to refine annual program plans and develop an overall calendar of events for the 2016 Federal Fiscal Year.
- ii. **Denver SBDC** – The Denver SBDC provides the majority of consulting in the Connect2DOT program. This quarter, they provided consulting to one-third of the clients in the program. They are currently scheduling a CDOT MPA Process and Application workshop series and also a Bidding and Estimating track to be led by Connect2DOT consultants. They will also be the primary center coordinating the proposed “DBE Conference” next year.
- iii. **Pikes Peak SBDC** – The Pikes Peak SBDC provided a quarterly review of submitted business development plans for graduates of Connect2DOT’s LEADING EDGE for Transportation program. The Pikes Peak SBDC partnered with PTAC to provide B2G outreach sessions and client referrals. This quarter, they worked on plans for the 7th Annual Veteran’s Conference, which will be held on November 2, 2016 and will include a presentation on certifications by Connect2DOT.
- iv. **Northwest SBDC** – The Northwest SBDC is currently in transition with the departure of the center Director. As a result, planning has been put on hold until a replacement is secured. In the meantime, Connect2DOT will be participating in Northwest SBDC’s Startup Weekend event on November 11, 2016.
- v. **Southern SBDC** – The Southern SBDC Director and one other consultant provided Connect2DOT consulting on-site in Pueblo. The Southern SBDC is planning to host workshops on certifications and marketing to the government. They are also hosting and marketing an LCP Tracker/B2GNow contractor training in January of 2017.
- vi. **Aurora SBDC** – Aurora has an on-site consultant that provides the majority of Connect2DOT consulting for the Center. The Aurora SBDC is currently focusing on outreach and client recruitment, especially in the areas of marketing and certification.
- vii. **Boulder SBDC** – Boulder SBDC is planning a Government Contracting Conference in the spring of 2017. The Boulder SBDC is also planning to host a minimum of two workshops during the next quarter in Boulder and Longmont for new and prospective DBE firms in Boulder County.
- viii. **Southwest SBDC** – Connect2DOT participated in the Women’s Conference on July 22 in Ignacio in cooperation with OEDIT and the Minority Business Office. This included a presentation on certifications and doing business with CDOT. There were more than 250 attendees, most of which visited the program table for information. Additionally, CDOT Civil Rights and Connect2DOT staff provided one-on-one consulting sessions with eight participants. The center is planning to provide support and marketing for an upcoming CDOT Region 5 Opportunities Forecast in October.

- ix. **Northeast SBDC** – The Northeast SBDC has 3 consultants that provide one-on-one consulting primarily in Greeley, Weld County, Fort Morgan, and Sterling. The Northeast SBDC will be assisting with logistics and marketing for the LCP Tracker/B2GNow contractor training in January of 2017. They are also co-sponsoring the Northern Colorado Women’s Conference in November of 2016 and Connect2DOT is scheduled to be a speaker and have an exhibitor booth.
- x. **San Luis Valley SBDC** – The San Luis Valley SBDC in Alamosa is continuing to follow up with businesses that were contacted last quarter for assistance through Connect2DOT. Over the past four years, this center has found that not many Connect2DOT target clients exist in their region. Therefore, they did not request program funding this year and will be reducing the amount of outreach and consulting provided.
- xi. **Grand Junction SBDC** – The Grand Junction SBDC is focused on providing one-on-one consulting to small businesses on the western slope. This quarter, a Connect2DOT consultant worked with two firms in the area to assist them with the CDOT Master Pricing Agreement (MPA) process. The Grand Junction SBDC is considering a workshop in conjunction with the CDOT contractor training and/or CCA roundtables.
- xii. **West Central SBDC** – The West Central SBDC is focused on one-on-one consulting sessions with Connect2DOT clients between Gunnison and Montrose. Connect2DOT has reached out to the new Director to discuss potential programming. The Connect2DOT Program Manager has also conducted two webinar training sessions with West Central consultants on doing business with CDOT and certifications.
- xiii. **Southeast SBDC** – The Southeast SBDC continues to struggle with identifying Connect2DOT target clients in the region. The location in La Junta is similar to Alamosa and primarily agriculture based. Most clients that have received consulting have been from the Pueblo area, which is closer to the Southern SBDC.

f. Consulting

There are currently more than 225 business consultants in the SBDC network, 20 of which have specific technical expertise for Connect2DOT clients. This quarter, program consultants conducted 265 one-on-one consulting sessions with 103 unique customers. There were 444.7 hours in direct contact and preparation (file review, notes, research) spent with clients. The table below shows the number of Connect2DOT client consulting sessions this quarter. The Appendix contains two additional reports that show individual client details (demographic, business) and clients served by County (geographic).

SBDC	Clients	Sessions	Hours
Denver	32	97	156.9
Southern CO	22	30	44.05
Aurora-S. Metro	20	79	130.65
Boulder	10	21	40.5
East Colorado	4	5	7
Pikes Peak	9	25	60.6
Grand Junction	1	1	.15
West Central	1	1	2.25
Northwest CO	1	3	2.15
North Metro	2	2	.3
Southwest CO	1	1	.15
Total	103	265	444.7

g. LEADING EDGE™ for Transportation

The LEADING EDGE for Transportation course is an eight-week class tailored to business owners who specialize in design or construction services in the transportation industry. The course builds on the award-winning LEADING EDGE curriculum and was customized by industry experts to help small businesses determine the best growth strategy for their business and successfully perform on CDOT and USDOT-funded contracts. The LEADING EDGE for Transportation program ensures graduates complete an actionable, approved business development plan as part of the CDOT's BDP program.

- a. Central 70 Project** – CDOT finalized a plan to partner with US DOT and deliver separate programs to assist firms in preparing for the CDOT Central 70 project. The programs will be promoted together as capacity building and preparation for subcontracting on Central 70. LE will be hosted at the Denver Metro SBDC in the spring of 2017.
- b. Recruitment Efforts.** Each SBDC hosting the program manages logistics, registration, and regional outreach. Denver SBDC will hold the next program and recruitment will focus on contractors that provide services applicable to the Central 70 project.
- c. Recommended Program Changes** – The program has been condensed to eight weeks to accommodate limited availability and high construction season. Additional participation from CDOT staff (e.g., Engineers, Project Managers, CRBRC) would help increase credibility and help attendance. The Central 70 specific session will also require input from CDOT subject matter experts in the future.

h. Outreach

A variety of outreach methods are used to promote the Connect2DOT program. These outreach activities are generally focused on one of the following objectives: branding/program recognition, event/workshop promotion, client recruitment, and client retention. The Lead Center coordinates with individual SBDC's to conduct outreach.

- a. Marketing-** Connect2DOT promotes programs through regular marketing. Marketing efforts this quarter included:
 - i. Email invitations, flyers, postcards, press releases and social media were used to promote the events documented previously.
 - ii. Direct calling campaigns and follow up was used for the San Luis Valley and Colorado Springs service areas; and
 - iii. Refreshments and lunch sponsorships were provided through Connect2DOT for a variety of CDOT training and outreach events.
- b. eNewsletter** – Connect2DOT delivers a monthly email newsletter that contains relevant news and information for contractors across the state. This quarter, newsletters were delivered to over 3,300 subscribers. Opt-in subscription is managed on the Connect2DOT website and this list is uploaded to Constant Contact along with the DBE and ESB directory lists each month prior to delivery.
- c. Website** – Connect2DOT.org is updated 2-3 times per week with event information and other content relevant to the contracting community. The Connect2DOT Program Manager collects information from online sources, industry partners, prime contractors, and CDOT for updates.
- d. Bid Matching Service** – Connect2DOT updated the CDOT Item Code/NAICS crosswalk to include those items codes used in CDOT project ads that did not have an associated NAICS.

i. Bid Express (BidX)

Connect2DOT manages the application process, compliance with usage terms, and client account reviews for CDOT's Sponsored BidX accounts. Applications are reviewed when they are received and approved or denied based upon eligibility. Compliance is conducted quarterly and emails sent to

account holders that have not logged in during the quarter. Account reviews are conducted as needed to determine how account holders are using the system.

- a. **Accounts** – CDOT decided to renew the 6-month subscription for 45 accounts on September 1, 2016. All 45 accounts are currently allocated to DBE/ESB certified firms who are actively pursuing CDOT work. A review of usage was conducted this quarter and no accounts were revoked. Bid Express has notified CDOT that there will be a price increase, so further evaluation and possible negotiation of cost for the sponsored accounts will occur at the end of the contract.

j. Statewide DBE & Small Business Conference

CDOT requested additional program funding in the current year SOW to include an annual conference tailored to DBE contractors. Although the additional funding was not granted, CDOT is collaborating with local agency partners, RTD and City and County of Denver to plan the conference.

k. Program Management and Expansion

- a. **Impact** – The following impact was obtained by 19 Connect2DOT clients this quarter:

Impact	# Clients
DBE Certification	4
ESB Certification	7
CDOT Prequalification	8
Jobs Created	42.5
Jobs Retained	30.5
Loans Obtained	\$1,101,700
Sales Volume	\$2,281,921

b. Success stories –

- i. **ERA Environmental** – Owner Emily Archambault came to the Pikes Peak SBDC in April, 2015 as a stay-at-home mother who was looking to re-enter the workforce using her prior experience in high-end landscaping. She was in the process of completing a certification course to become an environmental consultant specializing in stormwater management plans. Connect2DOT consultants helped her start her business, understand various state and local requirements, and pursue small business certifications. Through this assistance, she obtained DBE and ESB certification and is currently applying for the 8(a) program. A Connect2DOT consultant also helped her with marketing and identifying opportunities. As a result, ERA Environmental has been awarded four contracts for environmental audits totaling \$31,500 and Emily has hired an additional employee.
- ii. **Response & Safety Technical Training.** Owner James Jordan came to the Pueblo SBDC in June of 2015. He had a draft business plan to provide emergency response training and consultation. An SBDC consultant assisted with a business plan review including cash flow projections, budgeting, and marketing. Subsequently, he met with a Connect2DOT consultant to discuss opportunities with CDOT, prime contractors, and local transit agencies and airports. James also attended the Southern Colorado Construction and Contracting Conference in April of 2016 and met with a consultant to assist with the DBE application. James reported that he followed the advice of the consultant and targeted smaller city and transit agencies which resulted in an initial contract of \$15,000. He is currently pursuing additional small business certifications and contracting opportunities in the transportation industry.

- iii. **UAVu.** Owner, Rick Chandler was initially introduced to Connect2DOT at the Pikes Peak Veteran’s Conference in 2015. UAVu is a small business that provides leased, unmanned aerial vehicles and cybersecurity for autonomous vehicles and interconnected transportation systems. Since that time, Connect2DOT made introductions and connected the team to the CDOT RoadX Program Director, RoadX Champions (Atkins, AECOM, CH2MHill), the CDOT Director of Transportation Management Systems and Operations, the CDOT Director of Emergency Response, the CDOT Director of Highway Maintenance, and other key personnel. UAVu provided a live demonstration of event safety at the Air Force Academy and trained CDOT personnel to operate equipment. They were then invited to conduct a webinar with CDOT staff for AASHTO and 30 DOT’s across the country on “Next Generation Aerial Video and Communications Platform Providing Safe Traffic Management and Emergency Response.” Connect2DOT assisted with webinar coordination, presentation materials, and reviewed white paper submissions to CDOT. Subsequently, UAVu has received a contract with CDOT to test integration of tethered drones on CDOT trucks and is in discussions regarding other UAV applications, including a strategic partnership for cybersecurity for autonomous vehicles and transportation systems.

c. Update on Challenges from Previous Quarter

- i. **Remote Content Delivery.** In addition to the YouTube videos developed by CDOT CRBRC staff, the team is now successfully simulcasting various training sessions and CDOT Collaborative Forums using GoToWebinar to provide access to small businesses outside of the Denver metro area.
- ii. **Spanish Speaking Expertise.** Connect2DOT and MBO are planning a joint training session on federal, state, and local certifications to be held in October. The three Connect2DOT Spanish-speaking consultants and two MBO consultants will be attending to gain more expertise in the subject matter from certification analysts with CDOT, City and County of Denver, RTD, and SBA.
- iii. **Partnership with MBO.** The relationship with MBO has been formalized to include a process for consultant referrals and cooperation between the programs. Additional partnership opportunities have been identified including co-training and event such as the Colorado Procurement Expo, Day at the DOT, statewide Women’s Conferences, Pikes Peak Veteran’s Conference, Colorado Contracting Summit, and the 2017 DBE Conference which is currently in the planning stages. Additionally, MBO has translated Connect2DOT marketing materials into Spanish and included program promotion in the Spanish version of the Colorado Business Resource Guide.
- iv. **Data Tracking.** Connect2DOT provided additional consultant training on impact capture in CenterIC and tested an impact survey. Unfortunately, the survey turned out to be too cumbersome for clients and therefore the response rate was very low. The Lead Center is working on creating a simplified version that can be delivered twice per year to capture program results. A new reporting module available through CenterIC has also made data reporting more streamlined.
- v. **Online ESB Orientation.** Connect2DOT is working with CDOT CRBRC staff to finalize an online version of the orientation using Adobe Captivate which includes interactive tests to verify comprehension and completion. This will be completed during the first quarter of the 2016 Federal Fiscal Year.

- vi. **Targeted Regional Outreach.** Connect2DOT is still working to increase the amount of targeted regional outreach for the program. Discussions and strategic planning is currently underway with the 14 SBDC's to ensure adequate statewide coverage.

d. Challenges & Solutions –

- i. **SBDC Strategic Plans.** The 14 SBDC's provided basic proposals to the Lead Center in June of 2016 with funding requests for the next fiscal year starting July 1, 2016. The Connect2DOT Program Manager has reached out to all centers to set up planning meetings and discuss overall plans and a calendar of events. It has been challenging to connect and gather information while Center Directors are in the midst of various funding plans and strategic planning for the year. Connect2DOT will continue to pursue this information in the next quarter and attempt to finalize information by the end of 2016.

e. Recommendations for Improvement –

- i. **Improved Communication with CDOT.** CDOT CRBRC staff have requested additional information about program activities on an ongoing basis. More formal updates, including budget information, can be discussed during the bi-weekly status meetings in addition to the quarterly reports.

Part 2 - Budget Summary

The contracted budget to fully implement CDOT's FFY 2015 DBE Supportive Services is \$362,860. CDOT was awarded \$179,960 from FHWA and received an additional \$182,900 of funding provided by the state of Colorado and in-kind funding provided by the Colorado SBDC Network. As of September 30, 2016, Connect2DOT has spent \$324,299 of FHWA and state funds.

Appendix

Grand Total

Distinct Customers 103

Total Records 103

Race		Hispanic		Gender		Disability		Veteran		Military Status	
Asian	5 4.9%	Not Set	0 0.0%	Not Set	0 0.0%	Not Set	0 0.0%	Not Set	0 0.0%	Not Military/Not Active	102 99.0%
Black	35 34.0%	No	78 75.7%	Male	50 48.5%	No	88 85.4%	Non-Veteran	82 79.6%	Reserve/National Guard	1 1.0%
White	58 56.3%	Yes	23 22.3%	Female	52 50.5%	Yes	11 10.7%	Veteran	9 8.7%	On Active Duty	0 0.0%
Native American	3 2.9%	No Reply	2 1.9%	No Reply	1 1.0%	No Reply	4 3.9%	Srvc-Cnnctd Dsbld Vet.	4 3.9%		
Pacific	1 1.0%							No Reply	8 7.8%		
No Reply	3 2.9%										

Customer Type	
Lead Representative	103 100.0%
Member	0 0.0%

Business Status	
Not Yet in Business	12 11.7%
In Business	91 88.3%
In Business A	0 0.0%
In Business B	0 0.0%
In Business C	0 0.0%
Closed Business	0 0.0%
Sold Business	0 0.0%

Business Type	
Not Set	8 7.8%
11 Agriculture, Forestry, Fishing and Hunting	2 1.9%
21 Mining	0 0.0%
22 Utilities	1 1.0%
23 Construction	33 32.0%
31 Manufacturing	5 4.9%
42 Wholesale Trade	2 1.9%
44 Retail Trade	2 1.9%
48 Transportation and Warehousing	6 5.8%
51 Information	2 1.9%
52 Finance and Insurance	1 1.0%
53 Real Estate and Rental and Leasing	1 1.0%
54 Professional, Scientific, Technical Services	17 16.5%
55 Management of Companies and Enterprises	2 1.9%
56 Administrative and Support	1 1.0%
61 Educational Services	0 0.0%
62 Health Care and Social Assistance	1 1.0%
71 Arts, Entertainment, and Recreation	0 0.0%
72 Accommodation and Food Services	1 1.0%
81 Other Services (except Public Administration)	18 17.5%
92 Public Administration	0 0.0%

Business Organization	
Not Set	11 10.7%
Sole Proprietorship	7 6.8%
Partnership	1 1.0%
Corporation	13 12.6%
Undecided	0 0.0%
S Corporation	16 15.5%
LLC	54 52.4%
Non-Profit 501c3	1 1.0%

Female Ownership	
Not Set	6 5.8%
0% and < 50%	39 37.9%
50% and < 100%	5 4.9%
100%	4 3.9%
	20 19.4%
	29 28.2%

Status	
Business Online	14 13.6%
Home Based	40 38.8%
8a Certified	6 5.8%
DBE Certified	24 23.3%
ESB Certified	14 13.6%
MBE Certified	2 1.9%
HubZone Certified	0 0.0%
TBD1	0 0.0%
Energy	1 1.0%
Creative Industry	0 0.0%
Bioscience	0 0.0%
Information Technology	2 1.9%
Aerospace	1 1.0%
Emerging Industry	6 5.8%
Biz Hub	1 1.0%
	0 0.0%
Employees Full	455
Employees Part	78
Annual Sales \$	\$34,263,034
Annual P/L \$	\$1,504,924
Exporting	0 0.0%
Export Employees	0
Export Sales	\$0

Consulting Report - County

Customers/Sessions/Summary

Created Monday, October 31, 2016 2:29:16 PM by ckramer Reportable Centers -- 2000,2001,2010,2020,2030,2040,2050,2070,2080,2090,2091,2120,2140,2160,2170,2200,2300,2900 Reportable

Grouped By -- Customer County,

Customers -- Customer Status: All, Category: All,

Sessions -- User: All, Date: Between 7/1/2016 > 9/30/2016, Program: Is Connect2Dot,

	Distinct Customers	Sessions	Contact	Prep	Total	Travel	Miles
CO Adams	7	18	17.40	4.00	21.40	0.00	0.00
CO Arapahoe	27	87	111.30	41.75	153.05	0.00	0.00
CO Boulder	8	16	19.65	3.00	22.65	0.00	0.00
CO Denver	13	48	59.50	20.75	80.25	3.50	0.00
CO Douglas	5	25	37.50	8.75	46.25	0.00	0.00
CO El Paso	12	33	60.45	19.25	79.70	0.00	0.00
CO Fremont	2	2	0.75	0.50	1.25	0.00	0.00
CO Jefferson	5	6	3.25	3.00	6.25	0.00	0.00
CO La Plata	1	1	0.15	0.00	0.15	0.00	0.00
CO Larimer	1	1	1.50	0.25	1.75	0.00	0.00
CO Mesa	1	1	0.15	0.00	0.15	0.00	0.00
CO Montrose	1	1	2.25	0.00	2.25	0.00	10.00
CO Pueblo	17	20	16.70	7.00	23.70	0.00	0.00
CO Summit	1	3	2.15	0.00	2.15	0.00	0.00
CO Weld	2	3	3.00	0.75	3.75	0.50	30.00
Grand Total							
	Distinct Customers	Sessions	Contact	Prep	Total (C+P)	Travel	Miles
	103	265	335.70	109.00	444.70	4.00	40.00