

## ESB Mentor-Protégé Program Application

All fields marked with \* are required and must be filled.

### Application Overview

Thank you for your interest in the Colorado Department of Transportation (CDOT) Emerging Small Business (ESB) Mentor-Protégé Program. The expectation is for teams to work together in completing this application by answering all questions and by creating a comprehensive development plan that allows the ESB Mentor-Protégé Selection Committee to be able to assess each team's ability to work together and build a successful relationship.

### Key Indicators for a Successful Application

1. Clear and well thought out responses
2. Clearly defined goals and metrics measured per quarter
3. Commitment to assisting the protégé to develop their capacity
4. Evidence of synergistic working relationship between Mentor and Protégé
5. Meet minimum requirements (pre-qualification with CDOT, minimum 2 years in business, ESB certification (protégé))

### Application Assessment

The Mentor-Protégé Selection Committee will assess additional details in your application, including but not limited to:

1. Community/Trade Association involvement
2. Previous mentor-protégé experience
3. Participation on CDOT projects
4. Good Standing with State of Colorado
5. Ability to participate successfully in program (i.e. not overextended with commitments)

CDOT is not obligated to award projects or contracts to ESB Mentor-Protégé Program participants. Mentors are encouraged, but not required, to use protégé on CDOT projects or contracts.

Thank you for your interest in the program!

## Team Contact Information

Please use this section to tell us about your team dynamics.

Name of mentor firm \*

Mentor firm's primary scope(s) of work. Provide a sufficient narrative of the company's core competencies. A separate attachment may be included: \*

Name of protégé Firm \*

Protégé firm's primary scope(s) of work. Provide a sufficient narrative of the company's core competencies. A separate attachment may be included: \*

## Team Lead Contact Information

The Team Lead serves as the primary contact while participating in this program and is committed to attending required program events. For more information, please see the official program guidance.

Mentor Firm Team Lead

Full Name \*

Primary email address \*

Primary phone number \*

Title/Position \*

Are you currently, or have you previously been, involved in any mentor-protégé relationships (formal or informal)? If yes, please name and explain the mentor-protégé program relationship and outcomes:

### Protégé Firm Team Lead

Full Name \*

Primary email address \*

Primary phone number\*

Title/Position \*

Are you currently, or have you previously been, involved in any mentor-protégé relationships (formal or informal)? If yes, please name and explain the mentor-protégé program relationship and outcomes:

### Protégé Applicant Information

Please use this section to tell us about the Protégé firm

What Does the Protégé Firm hope to gain out of participating in this program? \*

Describe why you chose your selected mentor and what experience(s) do you hope to gain from a partnership with them? \*

What is the Protégé's approach to fostering ESB Mentor-Protégé Program involvement from other Protégé firm staff members?\*

Please provide a brief description of the Protégé Firm's services, culture, and aspirations \*

List any personnel and/or division(s) who will be participating in the program, aside from the Team Lead(s):

## Protégé Firm Details

Number of Employees \*

Where does the Protégé firm have physical business locations? (Select all that apply) \*

Exclusively in Colorado

In CO and Other States

Seeking to Expand to Colorado

Fully Virtual

Other Please describe the Protégé's office location(s)

Please Select All of the Following that Apply to the Protégé Firm: \*

Active ESB Certification (req.)

Active DBE Certification

Been in business at least 2 years (req.)

2 FTEs (or contractor equivalent) in addition to owner (req.)

Graduate of Connect2DOT LEADING EDGE for Transportation

Has a current business plan

Does the Protégé Firm Have a Master Pricing Agreement (MPA) with CDOT? \*

Yes

Not Yet

N/A (Contractors)

Indicate the Protégé Firm's Aspirational Contract Role(s) \*

Prime/General Contractor/Consultant

Subcontractor/Subconsultant Exclusively

Subprime Contractor/Consultant (middle-tier subs)

Supplier/Material Hauler

Other

Protégé Firm Company LinkedIn

Protégé Firm Team Lead LinkedIn

Protégé Firm Website

## **Mentor Applicant Information**

Please use this section to tell us about the Mentor firm

What Does the Mentor Firm hope to gain out of participating in this program? \*

Describe why you chose your selected protégé and what experience(s) do you hope to gain from a partnership with them? \*

What is the Mentor’s approach to fostering ESB Mentor-Protégé Program involvement from other Mentor Firm staff members?\*

Please provide a brief description of the Mentor Firm's services, culture, and aspirations \*

List any personnel and/or division(s) who will be participating in the program, aside from the Team Lead(s):

## Mentor Firm Details

Number of Employees \*

CO Mentor Firm Representative Office Location (City) \*

Protégé Firm Company LinkedIn

Mentor Firm Representative LinkedIn

Mentor Firm Website

## Relationship Development

CDOT's ESB Mentor-Protégé is not a guarantee of work, nor is it a promise of networking opportunities, but Teams who are committed to the experience will likely end up winning work and building relationships as a byproduct of genuine commitment and participation. Please tell us about your Team's priorities regarding these efforts.

Which of the 5 CDOT Region(s) will your Team focus on?  
Write all that apply in order of preference \*

Please describe the other public entities and/or private sector partners your Team will target for work opportunities while in the program, and your approach to facilitating those connections. \*

Describe your Team's industry involvement. \*

Why is your Team interested in the CDOT ESB Mentor-Protégé Program? \*

Please provide a short narrative on the history of the relationship between the Mentor and Protégé firms. \*

Is there anything else your Team would like the Selection Committee to know?

## Potential Focus Areas While in the ESB Mentor-Protégé Program

Use the spaces below to describe *3-5 potential areas of focus* for your Team while you are in the ESB Mentor-Protégé Program. Space is limited, so please be both concise and thorough. These are not your final commitments to CDOT, but they should be well thought out and will be an indicator of your Team's readiness to be successful while in the Program.

### Details

Teams will use as much time as needed in Year 1 to refine goals and develop action plans; these items must be provided to CDOT when the Team is ready to begin implementation, and they will form the basis for ongoing Team reporting and accountability as outlined in the ESB Mentor-Protégé Program Guidelines.

Examples of focus areas include:

- Assistance navigating CDOT processes (contract advertisement, bidding/proposing, contract compliance, etc.)
- Guidance on internal business management systems, accounting, marketing, manufacturing, and strategic planning
- General and administrative assistance, like human resource sharing or system implementation/support
- Business development, including growth strategies and identifying contracting and partnership opportunities
- Management guidance (e.g. financial, organizational, overall business management, etc.)
- Training & education

Please make an effort to roughly **order your focus areas by priority** to help the Selection Committee understand your goals. Each focus area should include a measurable goal, short description, and metrics.

- Focus Area 1 \*
- Focus Area 2 \*
- Focus Area 3 \*
- Focus Area 4
- Focus Area 5