



Business Engagement & Compliance



## DBE Supportive Services Program

### DBE Construction Task Force Meeting

---

**Date:** Tuesday, April 23, 2019  
**Time:** 1:30 p.m. – 3:00 p.m.  
**Location:** BECO Office Conference Room – 1801 W Jefferson Street, Suite 101, Phoenix  
**Webex Info:** <https://azgov.webex.com/azgov> - Access Code: 809 810 363 - Password: QAYTgxRs  
**Attendees:** See attached sign-in sheets.

---

#### MINUTES

1. Welcome and Introductions – DBE Construction Task Force Vice Chair, Ignacio Malave, called the meeting to order at 1:35 p.m.
2. Presentation – David Keen from Keen Independent presented (handout).
  - a. Keen presented and discussed the Disparity Study process.
  - b. ADOT will have a new overall goal starting 10/01/2020 that covers both Construction and Professional Services.
  - c. In-depth interviews will be conducted with DBEs. There are several ways to participate and provide input.
3. Roundtable Discussion – Contract requirements versus DBE commitments. Cassandra Johnson started the discussion.
  - a. Cassandra introduced the topic by discussing a couple of scenarios of Committed vs. Contractual Obligations, where contractual issues are subject to terms of the contract between the prime and the DBE, and DBE commitment issues are subject to the DBE provisions within the overall contract. Audience joined in and discussed different issues that have arose recently in terms of scope and reduction.
  - b. One recommendation that came from the discussion was for DBE/SS to provide more training in contract terms and the legal environment for businesses. Businesses with current issues were asked to stay after to discuss the details.
4. Presentation – Patti Tellez presented (PowerPoint).

- a. Patti discussed tactics for Workforce Development, specifically how contractors can demonstrate the opportunities, educate career paths and grow own skilled trades with OJT programs.
  - b. Through the AMCA, DBE firms may have an opportunity to through Arizona Dept. of Education to get their craft leads certified to teach their craft. ADE has 6 slots open for contractors to get credentials to train in Electrical, Plumbing, Carpentry, Masonry and Cement/Concrete.
5. BECO Report
- a. DBE Goals & Utilizations to Date: Kimberlee Swanson provided the report.
    - i. For 2018-2020, the Overall Proposed goal is 9.55% (Race Conscious 4.54%, Race Neutral 5.01%).
    - ii. YTD utilization is at 8.82% with Construction at 8.93% and Professional Services at 7.27%
    - iii. Overall DBE Goals and Monthly Contract Award & DBE Commitment Reports are available for review. <http://www.azdot.gov/business/business-engagement-and-compliance/dbe-goals>
  - b. Staff Update: Kim introduced Steve Navis as the new OJT/Workforce Development Program Manager
  - c. DBE Supportive Services Upcoming Events – Kent Lane provided the report.
    - i. Business & Technical Assistance name changed to “Business Counseling” – Kent discussed the name change and different areas that assistance is available to help DBEs, free of charge (see handout).
    - ii. Lunch and learns – Kent discussed how this information is distributed through the DBE Newsletter and Partners.
      - 1. Upcoming session: 05/23/19 Better Business Bureau (BBB): Fraud and Email Phishing.
    - iii. Friday Forum Series – Kent discussed upcoming topics (see handout).
    - iv. Major Projects Update – Kent provided the update.
      - 1. SR189: International Border to Grand Avenue
      - 2. Interstate 10: I-17 Split to the Loop 202 Santan Freeway in Chandler (Broadway Curve)
      - 3. Interstate 17: I-17 Anthem to Sunset Rest Area
6. Construction Task Force Chairs, Annmarie Haenfler and Ignacio Malave, provided a briefing on their meeting with the ADOT State Engineers Office. Professional Services co-chair, Enamul Hoque, also provided feedback from his perspective.
7. Upcoming Meetings:
- a. Professional Services Task Force Meetings – 05/14/19 & 09/17/19
  - b. Joint Task Force Meeting – 07/30/19
  - c. Construction Task Force Meeting – 10/22/19
8. Meeting was adjourned at 3:15 p.m.