



DBE Joint Task Force Meeting

Date & Time: April 20, 2021, 8:30 a.m. to 10:30 a.m.

Location: Zoom Meeting

Attendees: See number of participants at bottom

NOTES

Virtual Meeting Agenda:

1. Login and facilitated chat with **ADOT** Representatives BECO and C&S – Rebekah Morris provided the introduction and facilitated the chat.
2. Meeting called to order & Welcome by DBE Task Force Chair – Enamul Hoque called the meeting to order at 9:00am.
3. State Engineers Office & Procurement Forecast
 - Greg Wristen provided the report for ECS
 - ECS Website links for On-Call Contracts
 - <https://azdot.gov/business/engineering-consultants/pending-selections>
 - <https://azdot.gov/business/engineering-consultants/selections/recent-selections>
 - <https://azdot.gov/business/engineering-consultants/upcoming-advertisements>
 - New tab for on-call Statement of Interest - <https://azdot.gov/business/engineering-consultants/advertisements/call-statements-interest>
 - Question – Do you have to be a Prime to bid with ECS?
 - Project specific solicitations are open to all firms who have been prequalified with ECS.
 - Statement of interest – you have to be a Prime.
 - New Staff – 3 open Contract Specialists positions
 - There has been Staffing challenges
 - Dallas Hammit provided the report for SEO
 - 5-year program out for public comment
 - The Program will be presented one more time in May 2021
 - I10 – Phoenix-Casa Grande Hwy project is coming out

- I17 – Flex Lanes project – Preferred Proposer will be picked late Summer/early Fall; Hope to have under construction by end of this year
- 4. Presentation – Prequalification Requirements for ADOT – The Who, What, When, Why and How? – Iqbal Hossain (C&S) and Cedric Johnson (ECS) presented
 - CNS Prequalification Presentation – Iqbal Hossain presented
 - There were 3 areas of discussion
 1. Why – Prequalification
 2. Prequalification Process
 3. How to be Prequalified with ADOT
 - C&S website - <https://azdot.gov/business/contracts-and-specifications>
 - ECS Prequalification Presentation – Cedric Johnson presented
 - Went over website and process:
 - <https://azdot.gov/business/engineering-consultants/consultant-prequalification>
 - 1. Prequalification Checklist
 - 2. Prequalification Instruction Manual
 - ADOT Business Coach on Demand has videos on how to get prequalified with ADOT (C&S & ECS) – <https://azdot.gov/business/adot-business-coach-demand/key-adot-departments-and-contacts/construction-and-materials-key>
- 5. Presentation – Prequalification Requirements as a Prime – Managing Scope, size and risk of an opportunity. – Steve Campbell with Pulice-FNF-Flatiron JV presented
 - Potential items PFF looks at
 - Safety Qualifications
 - Reducing work packages by segments or work areas
 - Insurance requirements
 - Website will be operational in the next few weeks. Link to be provided at a later date.
 - DBE Firms will need to submit company information through PFF’s website to be prequalified and receive the bid packages.
- 6. Audience Poll: Barriers to Prequalification – Rebekah Morris facilitated
- 7. Addressing barriers – Discuss results, how others address them and available programs and services to help resolve issues. Ignacio Malave led the discussion.
- 8. DBE Program Update
 - ADOT DBE Goals Report – Kent Lane provided the report
 - DBE Goals and Reports web page <https://azdot.gov/business/business-engagement-and-compliance/dbe-goals-and-reports>
 - Staffing Changes at BECO
 - Deputy Administrator for Employee and Business Development (EBD) – Tina Samartinean has been promoted

- DBE Certification Manager – Kelly Adams will join the BECO team on May 3rd
- DBESS Program Update and Schedule of Events – Francesca Martin provided the report
 - ADOT DBESS web page for upcoming events
<https://azdot.gov/business/business-engagement-and-compliance/dbe-supportive-services/dbe-supportive-services-program>
- 9. Facilitated chat/networking (10:18am)
 - Future topics
 - No future topics

Meeting Adjourned at 10:25am

34 participants (16 Panelists) (18 Attendees)