

SBE SPEAKS:
Make connections,
get jobs.

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trucking consortium?

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From DBE
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RTD SMALL BUSINESS OPPORTUNITY OFFICE

SPRING 2009

An RTD Small Business Opportunity Office FREE Resource

DENVER UNION STATION MOVES TOWARD CONSTRUCTION

After a year of major accomplishments for Denver Union Station (DUS), the project is set to head into one of its biggest milestones – the start of construction.

The Federal Transit Administration (FTA) issued a Record of Decision (ROD), on the project in October, marking the final step in the National Environmental Policy Act (NEPA) process. With issuance of a ROD, the FTA gives the go-ahead to proceed with construction of light rail, commuter rail and regional bus transit improvements, as well as associated site improvements. It took the collaboration of RTD, the City and County of Denver, the Colorado Department of Transportation (CDOT) and the Denver Regional Council of Governments (DRCOG) to complete this step.

In addition, the DUS project team has completed 30 percent of the design and currently is working on finalizing the Design-Build contract and Project Management Plan. DUS is set to move into construction this spring.

The progress at DUS has not gone unnoticed, as it won the 2008 Big Project of the Year Award from the Colorado Chapter of the Women's Transportation Seminar (WTS). It was selected for its multi-agency coordination and ability to surmount the extraordinary challenges it has encountered in seven years of planning.

To keep up with the DUS project, visit the Denver Union Station section of the FasTracks Web site at www.RTD-FasTracks.com, or www.denverunionstation.org.



Cal Marsella, Lee Kemp, FTA's Sherry Little, former U.S. Senator Wayne Allard and Congressman Ed Perlmutter joined forces to present \$308 million to the West Corridor Project.

THE NET WORD:

FasTracks helps companies beat recession woes

With the economy in a recession, everyone's thoughts turn to their own stability and how the recession may hit home. The same goes for the transportation industry, but the availability of federal funds will help soften the blow.

With passage of the \$787 billion American Recovery and Reinvestment Act of 2009, the State of Colorado should receive approximately \$538.6 million for infrastructure. This is further broken down to approximately \$403 million for highways and bridges; \$103 million for transit capital; \$31 million for the clean water state revolving fund and \$753,000 for fixed-guideway modernization, according to the House

Transportation and Infrastructure Committee.

From the stimulus package, RTD is expecting \$72 million — half now and the remainder within one year. RTD staff has prioritized "shovel-ready" projects to fit within the 180-day requirement. Also, a portion of the \$753,000 will go to modernization of the existing rail or the 16th Street Mall. In addition, the Denver Regional Council of Governments (DRCOG) received \$62 million dollars from the stimulus package, of which \$18.6 million is being allocated to the Denver Union Station project. RTD also has earned other federal funds for the FasTracks program.

In January, RTD and the West Corridor Project were

awarded a \$308 million Full Funding Grant Agreement (FFGA) from the Federal Transit Administration.

"FTA is pleased and proud to participate with RTD on this project," said Acting FTA Administrator Sherry Little. "This is the third grant agreement we have signed together in recent years, and we would not keep returning to the table if we did not have great confidence in the agency's ability to make these projects successful."

Even in these tough economic times, the FasTracks program continues to put many people to work, awarding several contracts to local DBEs. Jalisco International, Inc. was recently awarded the contract on a U.S. 36 Corridor pedestrian bridge. Totalling

approximately \$8 million, it is the largest D/SBE prime contract within FasTracks to date. On the West Corridor, Yeh & Associates Inc., a local DBE, is working on the soil testing and foundation work for Denver Transit Construction Group.

More contracts will be awarded in the near future, as more FasTracks projects move into construction. These contracts will include D/SBE goals encouraging partnerships between prime contractors and D/SBEs to make RTD's transit corridors a reality. To partake in these future opportunities, small businesses should become DBE certified with CDOT or the City & County of Denver, and SBE certified with RTD.



Juanita Chacon,
RTD Director, District C



Lee Kemp,
RTD Board Chair

RTD SPEAKS:

The New Year brought changes to the RTD Board of Directors, with five new Board Members taking office in January. Kent Bagley, Matt Cohen, Bill James, Jack O'Boyle and Tom Tobiassen were elected in November 2008 to represent their districts. We would like to take this opportunity to introduce you to our new Directors:



Kent Bagley, District H

Director Bagley joins RTD with a background in Urban Planning and Real Estate. He is a consultant with Bagley Development Consultants. Bagley received a Bachelor of Science from the University of Denver and a Master's Degree in Urban and Regional Planning & Community Development from the University of Denver. Director Bagley has been

a member of the Littleton Planning Commission for 4 1/2 years with the last 2 1/2 years as Chairman.



Matt Cohen, District M

Director Cohen is an alumnus of Cornell University and the University of Colorado at Denver. Working as a residential Realtor for Re/Max Alliance, he has been actively involved in the real estate industry for a number of years. He is a Director on the Board of the Jefferson County Association of Realtors, as well as a Trustee

of the Metro Denver Realtor Foundation. In 2007, Director Cohen was a graduate of the first Transit Alliance Citizens' Academy class, as well as a member of the fall 2007 class of the Lakewood Citizens' Planning Academy.



Bill James, District A

Director James received a Bachelor of Arts in Urban Development from the University of Washington and a Masters of Business Administration in Real Estate and Construction Management from the University of Denver, and also brings a background in real estate to the Board. James is the President of James Real Estate Services, Inc. and is a former member of the Colorado Appraiser

Board and a licensed real estate broker in Colorado. James also graduated from the Transit Alliance Citizens' Academy.



Jack O'Boyle, District G

Director O'Boyle brings to the Board a history of public service as former mayor of the City of Lone Tree. O'Boyle received his Master's of Business Administration in Finance from National University.



Tom Tobiassen, District F

Director Tobiassen is a Senior Systems Engineer with Zeta Associates, Inc. He received his Bachelor of Science degree from the University of Maryland, University College. Tobiassen has served on the Board of the Sand Creek Regional Greenway Foundation; Commissioner of the City of Aurora, Planning and Zoning Commission; Chair of City of Aurora Citizens' Water Advisory committee; Secretary, City of Aurora Citizens' Budget Advisory Committee; Member, Aurora Chamber of Commerce; and is the President and Founder of Bicycle Aurora.

SBE SPEAKS:

The key to success is making connections



Marjorie Alexander, Principal of Two Hundred

tivity or task that looks like it needs attention within the professional organization and making it your own. She believes it is very important to dive in and be active in professional organizations and "rub elbows" with others.

"People look at the kinds of relationships you bring to the team, too," Alexander said. "The relationships you have may bring something to the team that is missing."

Being visible is also a key to Alexander's success. There is good reason that you often see her at local coffee shops. She strategically works out of shops near RTD and CDOT. She knows she is very likely to run into staff from both agencies. The more they see her, the more they become familiar with her, and the more she learns who's who.

You usually don't have to look much farther than your local coffee shop to find Marjorie Alexander, Principal of Two Hundred, but you won't find her idly sipping lattes. You'll find her with her laptop, multi-tasking her various clients' projects. Ever busy, but always friendly, Alexander knows the importance to her small business' success is networking and being visible. She knows that connecting to the right people is the key to getting on teams that win jobs.

She learned early that success is all about the relationships that are developed. Seven years ago, when she was laid off from a major transportation company, a colleague told her to get her DBE certification and join the Women's Transportation Seminar (WTS). Having no contacts as she started up her company, this advice was some of the best she ever took. Joining a professional organization was the first step to building contacts and relationships with other professionals.

"Everyone is one or two conversations away from anything they need or want," Alexander said.

She believes everything stems from relationships, and thinks that one of the biggest mistakes people make when networking is thinking that just joining an organization is enough. She recommends also being very involved.

"It's that whole, 'you get out what you put into something' theory," said Alexander. She recommends picking up an ac-

Her goal is to have that recognition parlay into offers to join teams and get jobs. People who make decisions know her because she is highly visible. A result of her visibility is her recent WTS award as 2008 Member of the Year. The award is a testament to her commitment to grow the organization, her forward-thinking marketing ideas and her implementation of a mentoring program, and most importantly, her ability to take something on and make it her own.

One final piece of advice Alexander learned from a book she once read is that it's okay to just be you. Being you is how you start relationships. Talking to Alexander leaves you energized and motivated, much like a good shot of espresso.

"People look at the kinds of relationships you bring to the team, too. The relationships you have may bring something to the team that is missing."

D/SBE Program helps companies grow into Primes

As a DBE who recently received a large prime contract, Kumar & Associates Inc. (K+A) has been on both sides of the table – as the DBE subcontractor and the prime. However, Kumar's advice is the same, no matter where you sit.

“Surround yourself with good people, learn from everything you do and do good work,” said Narender Kumar, President and Owner of K+A.

Kumar takes this advice to heart in every contract his firm pursues, apparent in his most recent endeavor. K+A beat out some of the most prominent geotechnical firms in the country on the prime contract to perform the owner's verification testing on the entire FasTracks program.

“We were not selected because we are a DBE, we were selected for our qualifications,” said Kumar. “However, the fact that a DBE was awarded this contract is a huge accomplishment.”

K+A will be RTD's second set of eyes for all quality testing done by the construction teams to ensure the quality of the construction meets the high expectations set forth. While they are primarily overseeing the



Narender Kumar, President and Owner, Kumar & Associates, Inc.

quality tests, they will also perform tests simultaneously to make certain consistent quality is achieved.

The DBE program helped K+A grow into what it is today, just as it has helped other firms do the same. Kumar believes the D/SBE Program is in place to build a firm's strength so they have the ability to graduate from the program. When a DBE has grown to the point where it can compete with other primes, they then become an integral part of the contracting process.

K+A is now using what it has learned from the DBE program to mentor other firms in how to find contracts, win projects and grow successfully. The intent of the company is to help as many other firms grow as possible.

“Even if they become our competition, I have the satisfaction of helping them succeed,” said Kumar.

One way they do this is through their lead groups. The lead groups meet once a month to discuss upcoming projects with other complementary firms who bring an essential piece to the project. The lead groups decide who should be involved in each project discussed. For more information about the lead group meetings, contact K+A at 303-742-9700.

What is the Trucking Consortium on the West Corridor?

Throughout construction of the West Corridor, many trucks will be used to transport materials to the corridor, as well as provide support when materials need to be moved to and from the work site. It is anticipated that the trucking/hauling opportunities required for the corridor will far exceed the capabilities of any one or small group of DBE trucking firms. Denver Transit Construction Group (DTCG) has developed an innovative and creative approach to maximize opportunities for D/SBEs by designing and implementing a Trucking Consortium Program for the West Corridor project. The consortium is designed to provide a fleet of many trucks from a pool of D/SBE trucking providers to support the construction of the West Corridor.

DTCG will be responsible for the identification, recruitment, registration and distribution of work to D/SBE truckers through the Trucking Consortium Program. The benefit of participation in the Trucking Consortium is that any D/SBE-certified trucking company has equal opportunity to work on this project, whether the company has one truck or multiple trucks. With the help of CMTS Inc., trucks will be dispatched and directed where needed on any given day during West Corridor construction.

Participation in the Trucking Consortium will require participants to properly register with DTCG. Participants will be required to provide current DBE and/or SBE certification documentation, proof of ownership or long-term lease of each vehicle used/owned with correct ownership documentation. Correct documentation will in-



West Corridor crews work on 13th Avenue utility relocation.

clude, at a minimum, a Vehicle Identification Number (VIN) for each vehicle owned and anticipated to be utilized on the West Corridor Project, and Commercial Driver's Licenses. Then firms can be entered onto a master list of available equipment and into a master schedule for rotation of trucks ready to go when the need arises. This rotation will assure impartiality when calling upon a D/SBE to do the work.

More information on these opportunities is available through the Small Business Opportunity Office, and an outreach event will be held to introduce and explain the new trucking consortium. Details on this event will be advertised and available through the Small Business Opportunity Office, or you can contact Lloyd Lovell with DTCG by phone at 303.238.2240 or via e-mail at LFLinc@aol.com.

KUDOS TO THE D/SBE PROGRAM!

...which was recently recognized by the RTD Board as an outstanding program. The Board of Directors presented a resolution at the Feb. 24 board meeting, honoring the work of the Small Business Opportunity Office for making the program a success, and exceeding its own goals. The aggressive program has maximized the opportunities of local D/SBEs, making it a model for the economic stimulus package by the Congressional Black Caucus. It is through the hard work of the D/SBE team and the participating companies that this was made possible!



MARK YOUR CALENDAR.

Here's a list of upcoming DBE/SBE networking opportunities and seminars. If you'd like to share an upcoming event, please contact the Small Business Opportunity Office at (303) 299-2111.

ASIAN CHAMBER

303-595-9737,
www.asianchambercommerce.org,
John Wright: asiancc@rmi.net

Asian Chamber & Black Chamber Co-sponsor Broncos at Invesco Field

Thursday, May 21
5:30 p.m. – 8 p.m.
Invesco Field, 1701 Bryant St., Ste. 700,
Denver, CO 80204

Summit of the Chambers

Friday, June 5
5:30 p.m. – 8 p.m.
Mile High Station, 2027 W. Lower Colfax
Ave., Denver, CO 80204

COLORADO DEPARTMENT OF TRANSPORTATION (CDOT)

Roxane Olvera@dot.state.co.gov
or call 303-757-9303 to RSVP

American Recovery and Reinvestment (ARRA) Project Spotlighting Events

CDOT Region 2

Thursday, April 9
9 a.m.
CDOT Facility, 1480 Quail Lake Loop,
Colorado Springs

CDOT Region 3

Friday, April 10
noon
Mesa Conference Room
606 S. 9th, Grand Junction

COLORADO WOMEN'S CHAMBER OF COMMERCE

303-458-0220, www.cwcc.org

Leadership Workshop Effective Networking

Wednesday, April 15
10 a.m. – 11 a.m.
Maggiano's Downtown,
500 16th St., Denver, CO 80202

Leadership Workshop Dispelling the Myths about Change

Tuesday, April 21
11:30 a.m. – 1 p.m.
CWCC Offices, 1624 Market St., Ste. 340,
Denver, CO 80202

ATHENA Award Gala

Thursday, April 30
5:30 p.m. – 9 p.m.
Seawall Ballroom, 1101 13th St.,
Denver, CO 80204

Leadership Workshop How to present Yourself in 30 Seconds

Wednesday, May 6
10 a.m. – 11 a.m.
Maggiano's DTC, 7401 S. Clinton St.,
Englewood, CO 80155

COMTO

<http://www.comtocolorado.org>

DBE Skills Fair Meeting

Thursday, April 16
5 p.m. – 8 p.m.
Red Lion Hotel, 4040 Quebec St.,
Denver, CO 80216

Monthly Meetings

Thursday, May 21
Thursday, June 18
5 p.m. – 8 p.m.
Red Lion Hotel, 4040 Quebec St.,
Denver, CO 80216

There will be no meeting in July

COMTO National Meeting
July 10 – July 15
Dallas, Texas

CONSTRUCTION MANAGEMENT ASSOCIATION OF AMERICA (CMAA)

720-248-2778,
www.acteva.com/go/cmaacolorado

Owners' Night featuring RTD, CDOT and others

Thursday, April 9
6 p.m. – 8 p.m.
Lakewood Country Club,
6800 W. 10th Ave., Lakewood

DENVER WATER

laurie.billeter@denverwater.org

Denver Water Invites Small Businesses to Meet the Players

Tuesday, April 14
9 a.m. – 11 a.m.
PPA Event Center, 2101 Decatur St.
Denver

HISPANIC CONTRACTORS OF COLORADO

Jeff Pugh, 303-893-3893

Breakfast with Leaders & General Contractors

April - JE Dunn, Jose Amaya,
1-25/Colorado Blvd.
May - Claude Pumilia, CFO City &
County of Denver, Burnside Hotel
June - Mortenson/Jason Miller
Dates TBD

Dinner meetings Third Wednesday of Every Month

5:30 p.m. – 9 p.m.
Wynkoop Brewery

ROCKY MOUNTAIN INDIAN CHAMBER OF COMMERCE

303-629-0102, info@rmicc.org

Business Resource Luncheons

Third Thursday of each month
8 a.m. to 5 p.m.

Understanding the Procurement Process

For a business to successfully pursue work with RTD, it is important to understand the agency's procurement process. The list below explains the steps for a business to obtain work with RTD:

GET ON THE BIDDER'S LIST

- The bidder's list is a database of businesses that RTD buyers reference when a department is looking for a specific service or product.
- Procurement staff often uses this list as a resource for soliciting contractors.

MAKE SURE YOUR BUSINESS IS CERTIFIED

- A business is not required to be certified to bid on an RTD contract but a company must have necessary qualifications to perform the work.
- D/SBE certification provides more opportunities, since federally and locally funded projects have D/SBE requirements.
- RTD accepts the certifications from: CDOT, City and County of Denver's Small Business Opportunity Division, 8a, Small Disadvantaged Business, Historically Underutilized Business Zone certifications from the Small Business Administration, and SBE certifications from any state.
- RTD provides SBE certification to businesses not already certified.

CHECK FOR UPCOMING BIDS

- All projects expected to exceed \$100,000 are advertised in local newspapers and mailed to local trade associations.
- On smaller projects, RTD will fax an invitation to bid; if you are faxed an invitation to bid, it is important to respond even if you don't choose to bid, in order to keep your company active on that fax list.
- To get your business on the fax invitation list, call 303-299-6401.

ATTEND PRE-BID/PRE-PROPOSAL MEETINGS

- Pre-bid meetings are scheduled for all large contracts.
- The date, time and location of the meeting is provided with the bid documentation.
- Attending a pre-bid meeting is highly beneficial, as the meeting will detail administrative, technical and small business goals of the project.
- A site tour may also be scheduled in association with the pre-bid meeting.

SUBMIT YOUR BID/PROPOSAL

- Bid on many jobs; this will help your company establish a working relationship with RTD.
- Become familiar with the bid details and the requested information that is required of the bid.
- Quote the lowest price that is reasonable to successfully meet the requirements of the job.
- Pay special attention to delivery locations, deadlines, bonding, and insurance requirements.

BID OPENINGS

- Bid results are publicly opened and recorded and are available for review upon request.
- Bids are read aloud to those that are present.

AWARDING A CONTRACT

- Bids are evaluated and reviewed.
- Generally, contracts are awarded to the low bidder.
- Bidders are notified by mail if they have been awarded a contract.

PROCUREMENT METHODS USED

Micro procurement method is for jobs not to exceed \$3,000. Procurement agents will utilize the bidder's list to find companies that meet the requirements of the service or goods.

Small procurement method is for contracts over \$3,000 but that do not exceed \$100,000. Procurement agents will solicit oral or written quotes from an adequate number of sources from the bidder's list.

Sealed Bid Method is for contracts that are over \$100,000. Solicitations are advertised in the local daily newspaper and are posted on the RTD Web site. Procurement agents base decisions on the lowest, responsive, responsible bidder.

Competitive Proposal Method is applied to all professional services procurements or where it is not possible to fully detail the scope or quantity of the services or goods that would be necessary for a sealed bid process. Solicitations are advertised in the local daily newspaper and are posted on the RTD Web site. A variety of factors are weighed in this process, including best value, experience, quality, performance, qualifications and cost.