

Diversity and Inclusive Contracting

SR 520 Quarterly Progress Report: April - June 2016

Quarterly Highlights

Assisting Veterans and Service Disabled Veterans with business plans, certifications, and finances are the following resources:

1. Washington State Department of Veteran Affairs Veteran Owned Business Manager, Jennifer Montgomery: jenniferm@dva.wa.gov
2. Veteran-owned business certification: vob@dva.wa.gov
3. Business Impact Northwest offers technical assistance and consulting, Juliana Duso: juliannad@seattleccd.com
4. SCORE (SBA) has business seminars, Hal Brookins: halbrookins@scorevolunteer.org
5. Camo2Commerce provides business advice for returning veterans, Sean Murphy: sean@pacmtn.org

The Office of Minority and Women Business Enterprises (OMWBE) can help you get your state and federal certifications. Go to omwbe.wa.gov. Under the "Certification" tab, an FAQs section is available.

Need more assistance? The office provides someone daily to answer questions. Call: **360-664-9750**.

Department of Veterans Affairs staff spotlight



Alfie Alvarado,
Director, WA Dept.
of Veterans Affairs

The Washington State Department of Veterans Affairs (DVA) is a critical partner in helping WSDOT reach out to veteran-owned businesses in the state.

Alfie Alvarado has worked for the DVA for more than 20 years. She has directed the agency for almost three years and she is on a mission. Not just to provide services for veterans right now, but to foresee and prepare for future needs of vets which change, depending on wartime service and the economy.

Alvarado's mission includes veterans who own their own businesses. "Years ago we started the veteran-owned business registry. That has evolved. Now business owners who are veterans register with the Department of Enterprise Services. There is a special code so when state entities are looking for contractors, they can see there are 700 veteran-owned businesses in the registry."

She calls this registry the 'Yellow Pages.' "The DVA registration process is simple and it's free." Alvarado believes the governor's Diversity Sub-Cabinet will increase awareness of veteran owned businesses. The governor's goal for veteran owned business participation in state funded projects is 5%. The current level is 2%. "There may be more businesses out there," Alvarado says, "but if they haven't registered, we don't know who they are. It's a call to action. You have to register to be eligible."

Alvarado is hopeful. "All the state agencies are looking to expand diversity in contracting. We are doing better and I know we will continue to progress."

To register your veteran owned business: www.dva.wa.gov. Click on the veteran business tab. Call: Jennifer Montgomery 360-725-2169 with questions. To find a veteran owned business go to: <http://www.dva.wa.gov/program/certified-veteran-and-servicemember-owned-businesses>.

New WSDOT senior staff member helps reach the community



Khalia Davis, WSDOT
OEO Community
Engagement Manager

Khalia Davis is WSDOT's new Community Engagement Manager in the Office of Equal Opportunity. The job is a newly created position designed to assure that DBEs get fair opportunities at WSDOT contracts.

"My role at WSDOT is to serve as a bridge between the community's interest in contracting opportunities, and the agency's resources and upcoming projects."

Khalia started her new job June 1, 2016. Before coming to WSDOT she was an Assistant Attorney General for 18 months. Prior to that, she was in private practice in Seattle.

"WSDOT has demonstrated its interest in fairness. My position is a recognition of the value of ongoing and open communications, that will help improve and enhance relationships with the diverse contracting community."

SAFE Harbor: A great tool to help our diverse firms meet WSDOT audited rates qualifications



Schatzie Harvey
WSDOT Agreement
Compliance Audit
Manager

Safe Harbor can be a safe haven for Architect and Engineering (A&E) firms wanting to be awarded work on government funded projects. “The rules have changed,” said Schatzie Harvey, the Agreement Compliance Audit Manager for WSDOT.

“No longer can firms on A&E agreements charge an all inclusive billing rate. They must provide their indirect cost rate.” That is, WSDOT needs the employee labor rate—the hourly salary, the indirect costs or overhead, and the profit rate. Those added together make up the billing rate. Smaller or newer firms don’t always have the ability to do the accounting to break down their costs in that way. Enter Safe Harbor. “Safe Harbor lets the firms use a pre-set rate until they are able to develop the data for accounting. That can take a little while. Generally firms graduate from Safe Harbor in three years and then get their Federal

Acquisition Regulation (FAR) compliant rates.” Once a firm has FAR rates or a Safe Harbor letter, a big part of the award process is complete.”

Safe Harbor Graduates

Kathy Maxwell, the office manager for Vector Electronics in Bellevue, is a recent graduate. “Safe Harbor was wonderful. And it’s free! I would certainly recommend it,” she said. Kathy says she is surprised more small businesses don’t take advantage of Safe Harbor. She says she is using what she learned to bid on other projects. “They were so helpful. Having an auditor/CPA as a resource to our firm was fantastic!”

Osborn Consulting, a Bellevue civil engineering firm, also went through Safe Harbor. Tarelle Osborn says it took two years but it was a positive experience and not as intimidating as she feared. That was a pleasant surprise. “They were very responsive and very direct,” she says. Osborn is a firm of 20 employees. “We are small. But I believe this will be good for us. There’s a benefit to knowing the true cost of doing business. If you want to grow, Safe Harbor is a step you should take.”

SR 520 Diversity contracting by the numbers

The DBE data is provided to WSDOT by the project contractors.

Project	DBE ¹				Last report date	Duration
	Percentage		Companies			
	Goal	Current	No.	\$		
SR 520 A/E						
Corridor development	N/A	8%	2	\$15,112,456	6/30/14	February 2006 – June 2014 (no goal established)
Rest of the West	9%*	15.30%	8	\$6,377,386	6/30/16	June 2014 – Present (*Voluntary goals)
SR 520 Construction (shaded projects are physically complete)						
Pontoon Construction	6%	6.05%	20	\$27,182,102	12/1/15	2011-2015
Eastside Transit and HOV	11%	13.45%	36	\$48,900,472	6/1/15	2011-2015
West Connection Bridge	3%	3.83%	5	\$848,460	10/1/14	2013-2014
Floating Bridge and Landings	7%	7.08%	46	\$53,906,831	6/30/16	2011-2016
West Approach Bridge North	12%	4.19%	16	\$8,369,542	5/31/16	2014-2017

¹Pontoon Construction / Eastside Transit and HOV / Floating Bridge and Landings % is calculated based on the current contract value, and West Connection Bridge / West Approach Bridge North % is calculated based on original contract value. These changes were made for consistency with WSDOT Office of Equal Opportunity practice.

SR 520 contact



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Additional resources

- Office of Minority & Women’s Business Enterprises (OMWBE)
Teresa Berntsen, Interim Director (360) 664-9757, teresab@omwbe.wa.gov
- WSDOT Office of Equal Opportunity (OEO)
Earl Key, Director, (360) 705-7095 or (360) 705-7091, KeyE@wsdot.wa.gov
- WSDOT Consultant Services Office (CSO)
Erik K. Jonson, Contract Services Manager, (360) 705-7106, (360) 239-9441 (cell)
jonsone@wsdot.wa.gov
- WSDOT Internal Audit Office (FAR and Safe Harbor Program)
Schatzie Harvey, Audit Specialist, (360) 705- 7006, harveys@wsdot.wa.gov
- USDOT Small Business Transportation Resource Center
Lily Keeffe, Project Director, (206) 718-7250, lilyk@economicalliancesc.org
- Washington State Procurement Technical Assistance Center (PTAC)
Tiffany Scroggs, Program Director, (360) 754-6320, tscroggs@thurstonedc.com

Americans with Disabilities Act (ADA) Information: This material can be made available in an alternate format by emailing the Office of Equal Opportunity at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Title VI Notice to Public: It is the Washington State Department of Transportation’s (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT’s Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO’s Title VI Coordinator at (360) 705-7082.