

7:00 AM	Conference Registration Begins
8:00 AM	Opening Session Begins WisDOT Welcome Project Opportunity Overview <i>Megaproject Regions and Statewide Bureaus Consultant Services</i>
9:15 AM	Workshop Session 1
10:00 AM	Break
10:15 AM	Workshop Session 2
11:00 AM	Break
11:15 AM	Workshop Session 3
11:15 AM	Consultant Networking Session 1
11:45 AM	Break
11:50 AM	Awards Luncheon Begins Ceremonial Signing of the UCP Agreement Secretary's Keynote Address Presentation of Golden Shovel Awards
12:30 PM	Networking Registration Begins
1:10 PM	Awards Luncheon Adjourns
1:15 PM	Workshop Session 4 Begins
1:15 PM	Consultant Networking Resumes
2:10 PM	Break
2:20 PM	Workshop Session 5 Begins
	Construction Networking Begins
	General Networking Begins
3:20 PM	Closing Session Introduction of Mentor Protégé Pairs TRANS-AC and TRANS-CAC Updates 2014 DBE Program Highlights
4:00 PM	Conference Concludes

The goal of the networking sessions is to provide access to opportunities for DBE certified firms seeking contracting opportunities with WisDOT. It is professional networking designed to maximize access, time and the elevator speech. Each session is staffed with:

- A Greeter registers participants and coordinates their entrance into each session;
- A Room Facilitator directs the interactions of participants within the room.

Consultant Networking Sessions with WisDOT Regions

Format

- Each session includes decision makers from each WisDOT region and/or central office.
- Region Reps will be seated at separate conference tables with 3 chairs opposite them.
- Greeter escorts 5 scheduled DBE firms in per session to be seated one per region table.
- Facilitator signal initiates the DBE's dialogue and triggers promptly moving to the right.
- When all 5 DBE's have completed the rotation they exit as a group; Region Reps remain

Meadowbrook East Room

11:15 - 11:45 AM	Consultant Networking Session 1
1:15 - 1:40 PM	Consultant Networking Session 2
1:45 - 2:10 PM	Consultant Networking Session 3
2:15 - 2:40 PM	Consultant Networking Session 4
2:45 - 3:10 PM	Consultant Networking Session 5

Construction Networking with Prime Contractors

Somerset Room

2:20 - 3:10 PM

Format

- 15 Prime contractors are seated in chairs on the inside of U-shaped conference tables.
- DBE firms enter the room as a group sitting in a chair opposite a contractor.
- Facilitator's whistle signals DBE contractors to end dialogue and move promptly.
- DBE's rotate until they have interacted with all contractors in the U-shape.

General Networking with Partner Agencies

Foyer and Grand Ballroom

2:20 - 3:10 PM

Format

- WisDOT & Contract Representatives will be given a color card based on their type of work.
- DBE Firms and Business Attendees register to receive corresponding color-coded cards matching their work type to the "How To Do Business with WisDOT Matrix."
- Networking businesses will look for their corresponding colors as they network with table sponsors, and resources.
- Facilitator will invite WisDOT staff & Contract Representatives to do brief overviews of their service, expertise, resource of potential contract opportunities as needed.

Sessions are detailed on the following pages.

Succeed: Strategies for Construction Firms

Woodfield A & B
Facilitator: Yemi Falomo

Survive: Strategies for Consulting Firms

Woodfield C & D
Facilitator: Taqwanya Smith

Workshop 1:

Roles & Rights of DBE Certified Firm in Contracting

9:15-10:00 AM

Minal Hahm, PE, CFM, DBE Business Owner, M Squared Engineering
Jon Schreiner, PE, M Squared Engineering

Presenters

Session will help experienced DBE firms fill in the gaps between prime, subcontract and supplier roles & expectations; clarify appropriate WisDOT resources and review benefits of DBE certification. Presenter will share resources and best practices to stabilize profits.

Workshop 2:

Acceptance of Quantities & Measurements for Incremental Pay

10:15-11:00 AM

Clement Abongwa, Charles Krummel, and Jeanne Marchant

Panel

WisDOT SE Region Project Engineers

Session will review the sources and processes used to inspect and evaluate subcontractor work, discuss strategies for timely dispute resolution and share best practices for avoiding surprises. Panelists will address questions regarding approval authority and benchmarks.

Workshop 3:

Putting "Good Faith" into Action on WisDOT Contracts

11:15-11:45 AM

Rochelle Codlyn, WisDOT DBE Program Good Faith Analyst

Presenter

Session will discuss USDOT regulations on *good faith effort* in contract administration and review WisDOT's good faith efforts expectations for consultant and construction contracting. Presenter will review contract provisions, discuss trends, best practices

Workshop 4:

Following the Money on WisDOT Contracts

1:15-2:10 PM

Don Greuel, WisDOT Project Development Chief
Brian Mitchell, DBE Firm Owner-Choice Construction
Christine Hanna, WisDOT SE Region Project Engineer
Mark Higley, WisDOT NE Region Finance, Schedule & Document Control Project Manager

Panel

ASP4 describes WisDOT's prompt payment and retainage guidelines but it doesn't explain how a 2nd or 5th tier subcontractor can confirm when they should get paid as well as how to submit and follow change orders that may impact your work. Panelists will review the sources that can be used to follow payments from DOT to the prime and identify strategies for tracking your payment flow.

Workshop 5:

Materials Compliance 101

2:20-3:00 PM

Kim Lobdell, PE, DBE Firm Owner, KL Engineering, Inc

Presenter

WisDOT requires any material being used on its contract to meet the specifications outlined in the Construction & Materials Manual. The complexities of these expectations range from the approved products through quality control to certified reports. Presenters for this session are experienced project managers for WisDOT's local program and the US41 megaproject who will use case studies to demonstrate the ideal resources and practices for managing materials compliance.

Workshop 1:

Everything you need to know about CFR & Audits

9:15-10:00 AM

Kurtis Linck, Cassandra Lynch, and Justin Kiekhaefer
WisDOT Audit & Contract Administration

Panel

Consultant Financial Reports are required annually for any consultant that works as a prime that has cost plus fixed fee contracts or contracts over \$75,000. Audit Section Staff will provide an overview of information needed for the CFR and explain how WisDOT uses the information. This session welcomes your questions regarding the process.

Workshop 2:

Contract Specifications & Consultant Requirements for Typical DBE Work Areas

10:15-11:00 AM

Adetoye Adeniyi and Benedict Eruchalu, WisDOT SE Region Project Supervisors

Panel

Participants will be guided through the range of prerequisites for doing business with WisDOT. Session will review WisDOT standards and specifications focusing on the Incidental Construction chapter that outlines the requirements for construction work types such as erosion control, flat concrete, sign bridges, pavement marking. Consultant activity tasks that correspond with typical DBE certification codes like engineering services, environmental consulting and public relations will be discussed in the context of QBS and solicitation requirements. Session will provide an overview followed by question and answer from attendees.

Workshop 3:

CARS Update

11:15-11:45 AM

Sharon Bremser, WisDOT, State Consultant Supervisor

Presenter

This session will include an update on the implementation of electronic invoicing and evaluations using the Contract Administration and Reporting System (CARS). Implementation schedule, training, and website will be presented. Future enhancements and development will also be discussed.

Workshop 4:

US DOT Short Term Lending Program

1:15-2:10 PM

Roberto Escalante, Great Lakes Small Business Transportation Center

Presenter

In this presentation, participants will learn the eligibility process and the documents required of the US DOT Short Term Lending Program, an asset based lending program. Those who are interested in seeking working capital on federally funded infrastructure/transportation related projects should attend this session.

Workshop 5:

Evaluating Your Marketing Practices & Customer Strategy

2:20-3:00 PM

Randy Crump, Prism Technical Management and Marketing Services

Presenter

This session is designed for engineers, designers, planners and non-marketing executives. It will make the case for having a marketing budget and explain how to make the most of the precious time and dollars available to increase sales and build customer loyalty.

Start: Strategies for Novice Firms

Meadowbrook West Room

Facilitator: Rosalind Roberson

Succession: Compliance Strategies for Workforce

Somerset Room

Facilitator: Jay Jerde

Session 1:

Make Your Money Work for You: SBA Lending and Bonding

9:15 - 10:00 AM

Eric Ness, Small Business Administration District Director

Presenter

SBA's loan guarantees and bonding programs have unique features which could provide the right advantage to grow your business. Here's how to access SBA's many lending channels and bonding.

Session 2:

What's on the WisDOT Website for me: Tools & Treasures

10:15-11:00 AM

Lyman Fuson, WisDOT Purchasing & Distribution Section Chief

Panel

Scott Lawry, WisDOT, Proposal Management Chief

Gary Mejchar, AICCW Project Manager

Nate Czech, WisDOT Chief Statewide Consultant Engineer

Olubunmi Olapo, WisDOT Project Development Section Chief

Panelists will walk through the contents of the "How to Do Business with WisDOT Matrix" highlighting the websites for finding opportunities. Sites reviewed include HCCI site for bid letting information, Consultant Extranet for bi-monthly solicitations, searching Vendor Net for opportunities, and using Small Business Network to quote and find average bid prices. SE Region will highlight its small contracts and the Plans, Studies and Projects Page.

Session 3:

Where Do I Fit in: Recommendations for Suppliers, Truckers, Vendors

11:15 -11:45 AM

Minal Hahm, DBE Firm Owner, M Squared Engineering

Presenter

WisDOT overwhelmingly contracts for transportation-related services and DBE goals are only applicable to those contract opportunities. This session will offer alternative contract opportunities, marketing opportunities and resources for DBE certified firms whose expertise and services are outside WisDOT's scope. Presenter will engage the audience in strategies and resources for finding contracts and clients that match their expertise or services.

Session 4:

Contract Opportunities Panel: Other Agencies with DBE Opportunities

1:15-2:20 PM

Panel

Godwin Amegashie, Supplier Diversity Program Director

Rick Norris, Milwaukee County CBBDP Director

Norman Davis, City of Madison Targeted Business Program Manager

Jose Galvan, MMSD Contract Compliance Manager

Other state and local agencies will share their contracting opportunities and how to access them. Each will emphasize the certifications, program requirements and explain how to successfully compete for their contracts.

Session 1:

Words of Wisdom regarding Contract Compliance

9:15-9:35 AM

Bill Stark, FHWA-WI Division Office, Civil Rights Lead

Presenters

Dave Poppert, DOL OFCCP Compliance Officer

Kathy Wellington, BAS Chief of Field Operations

The construction industry is very complex and it is critical that we understand the interdependence and shared responsibility for the current and future workforce. FHWA, USDOL and DWD will share their regulatory references along with the goals and expectations for contract compliance, training resources and news you should know.

Session 2:

Labor Compliance Overview

9:40 - 10:00 AM

Julie Harkinson, Harkinson Consulting

Presenter

Labor Compliance is uniformity of compliance for the protection of workers and the administration of standards, regulations, and procedures to govern enforcement activities on contracts assisted by State and Federal funding. Presenter will review the role of the labor compliance function and instill why proactive measures are best.

Session 3:

Equal Rights Officer Roundtable

10:05 - 11:00 AM

Jay Jerde, Labor Compliance Team Leader

Panel

Natalia Vega, SE ERO Team Leader

Ben Andersen, SE Equal Rights Officer

Adrienne Miller, NC Equal Rights Officer

WisDOT's Labor compliance professionals have lucid expectations for contractors regarding labor compliance and contract expectations.

Session 4:

TrANS Provider Show & Tell

11:15 - 11:45 AM

Danny Jones, Tylesha Tinnon, Lakish Weatherall

Panel

TrANS Graduates

WisDOT continues to invest in the TrANS program as a service to its contractors that helps fulfill our equity & compliance mission. Contractors will understand how valuable our TrANS provider's recruitment, screening and preparation can be by listening to graduates and representatives of the graduates of the Southeast and Southwest Region programs.

29th Annual DBE Workshop & Secretary's Golden Shovel Awards