

# 34TH DBE WORKSHOP & SECRETARY'S GOLDEN SHOVEL AWARDS

Diversifying  
Contracts in  
Design and  
Construction



THE STRUGGLE IS REAL:  
KNOWN CHALLENGES  
(AND SOLUTIONS) EVERY BUSINESS  
WOULD BE FOOLISH TO IGNORE

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# 34TH ANNUAL DBE WORKSHOP & SECRETARY'S GOLDEN SHOVEL AWARDS



## TOPICS

- **CHALLENGES**
  - CONTRACTORS
  - CONSULTANTS
- **SOLUTIONS**
  - DBE OFFICE – CAPACITY BUILDING BUSINESS ASSESSMENT (CBBA) PROCESS
  - MENTOR-PROTÉGÉ PROGRAM

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## CHALLENGES

- FINANCIAL MANAGEMENT
- MARKETING MANAGEMENT
- ESTIMATING
- PROJECT FIELD MANAGEMENT
- SAFETY
- LEGAL



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## FINANACIAL MANAGEMENT

- ELECTRONIC ACCOUNTING SYSTEMS
- ANNUAL FINANCIAL STATEMENTS
- CASH FLOW
- TAXES
- BONDING
- JOB COSTING SYSTEMS
- DEBT & LOANS





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## MARKETING MANAGEMENT

- DOCUMENTED MARKETING PLAN
- MARKETING TOOLS
- KNOW YOUR COMPETITION
- ON-LINE/SOCIAL MEDIA



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## ESTIMATING

- OBTAINING, REVIEWING & COMPLETING BID DOCUMENTS
- ON-SITE REVIEW
- BID PRICING DETERMINATION
- QUANTITY TAKE-OFFS
- QUOTES
- ELECTRONIC BIDDING





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## PROJECT FIELD MANAGEMENT

- ADMINISTERING CONTRACTS
- SCHEDULES
  - LABOR
  - MATERIALS
  - EQUIPMENT
- PRODUCTION
- DOCUMENTATION
- DATA STORAGE — ELECTRONIC



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## SAFETY

- COMPANY SAFETY PLAN
- EMPLOYEE TRAINING
- JOB SITE SAFETY MEETINGS
- SAFETY EQUIPMENT



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## LEGAL

- SUBCONTRACTS — ATTORNEY REVIEWS
- PREVAILING WAGES
- UNION CONTRACTS
- ACCESS TO LEGAL ASSISTANCE



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## SOLUTIONS

- **WISDOT CAPACITY BUILDING BUSINESS ASSESSMENT (CBBA)**
  - ASSESS
  - IDENTIFY
  - PLAN
  - IMPLEMENT
- **MENTOR- PROTÉGÉ**
  - FORMAL
  - INFORMAL





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## WISDOT CAPACITY BUILDING BUSINESS ASSESSMENT (CBBA)

- ASSESSMENT
  - BY OWNER
  - WITH WISDOT DBE SUPPORT CONSULTANT
- AREAS OF NEED
  - IDENTIFY
  - AGREE
  - PRIORITIZE
- DEVELOP PLAN/STRATEGY
  - ADDRESSES NEEDS
- IMPLEMENT PLAN
  - TRAINING
  - DBE SUPPORT CONSULTANTS
  - MENTOR-PROTÉGÉ PROGRAM
- FOLLOW UP ON EFFECTIVENESS
  - MONITOR PROCESS & PROGRESS
  - ALLOW FOR MODIFICATIONS

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## MENTOR – PROTÉGÉ PROGRAM

- FORMAL
  - MENTOR-PROTÉGÉ MOU AGREEMENT
- INFORMAL
  - BUSINESS RELATIONSHIPS





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future events,  
Thank You.**

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