

ASP-3 UPDATES - 2020

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OBJECTIVES OF THE DBE PROGRAM

- ▶ Ensure nondiscrimination in award of contracts
- ▶ Create a level playing field – increase fair competition
- ▶ Narrowly tailor the program – contract by contract analysis
- ▶ Ensure only firms who meet program criteria are certified
- ▶ Remove barriers to participation on federally funded contracts
- ▶ Promote DBE use beyond WisDOT contracting
- ▶ Assist in developing firms to compete in the market beyond WisDOT



WHAT IS ASP-3?

- ▶ ASP-3 : Additional Special Provision 3
 - Contractual element attached to all projects that have a DBE goal
 - DBE goals are only set on projects with Federal Funding
 - Provides guidance for meeting requirements of 49 CFR Part 26
 - Resource for DBEs, Primes, and other Contractors related to:
 - DBE participation – documentation submission requirements
 - GFE (Good Faith Effort) requirements, activities, and documentation
 - DBE credit evaluation
 - DBE commitment modification



MAJOR REVISIONS TO ASP-3

- ▶ Emphasis on Good Faith Effort
- ▶ Reinforce collection of neutral/voluntary participation
- ▶ Strengthened DBE Commitment Modification Policy
- ▶ New Requirements for DBE Commitment Documentation



GOOD FAITH EFFORT PROCESS IMPROVEMENT

- ▶ Strengthen GFE guidelines for contractors
- ▶ Improve GFE evaluation process
- ▶ Focus on efforts beyond solicitation and prior to bid



NEUTRAL/VOLUNTARY PARTICIPATION

- ▶ WisDOT must capture and report all neutral DBE participation
- ▶ Neutral participation informs goal setting
- ▶ Require Attachment A for DBEs added to commitment
 - Trucking- only hiring trucker or broker after first payment
 - Final Attachment A when all payments have been made if variation from initial commitment (DT1506)



DBE COMMITMENT MODIFICATION

- ▶ Prime informs DBE at least 5 days in advance of reduction
- ▶ Prime requests permission from DBE Office in advance of reduction
- ▶ Prime is not entitled to payment for unapproved DBE replacement work
- ▶ Prime includes Project Engineer on modification requests to include:
 - ▶ Replacement, reduction, termination of DBE commitment



ELECTRONIC BIDDING KEY PROCESS CHANGES

▶ Implementation

- Soft launch, October, November and December 2020
 - Bid is NOT non-responsive if DBE documentation is missing or incomplete at time of bid

- Full implementation, January 2021
 - Bid IS non-responsive if DBE documentation is missing or incomplete at time of bid

- Check the Highway Construction Contracting Information (HCCI) website for documentation updates:
<https://wisconsindot.gov/Pages/doing-bus/contractors/hcci/default.aspx>



ELECTRONIC BIDDING

KEY PROCESS CHANGES, CONTINUED

- ▶ ALL bids submitted for proposals, with DBE goals, will require attachments at the time of bid
 - DT1506
 - Attachment A
 - DT1202, if DBE goal is not met
- ▶ Letting ends at 11:00:00 AM, second Tuesday of the month
- ▶ Bidders have 24-hours after bid letting has ended to submit DT1202 supplemental documentation – 11:00:00 AM Wednesday
 - Email required Supplemental Documentation to the DT1202 to the DBE_Alert@dot.wi.gov mailbox
- ▶ As read bid results will be posted beginning at noon, Wednesday
- ▶ Initial awards will occur the week after the letting



TECHNOLOGY REQUIRED

- ▶ AASHTOWare Project Bids™
- ▶ Access to electronically bid; www.bidx.com
 - Request an InfoTech Digital ID and Password from Bid Express™
 - Request to bid with WisDOT, using Bid Express™
- ▶ Request to be an eligible bidder with WisDOT (BPRS application)
 - <https://trust.dot.state.wi.us/bprs>



BID SUBMITTAL PROCESS

- ▶ Processes that have not changed
 - Logon Bid Express™
 - Locate and download Letting – Proposal .EBSX file
 - Open .EBSX file
 - Enter bid items



ENTER MISCELLANEOUS DATA

- ▶ All bidders are required to fill in questions 1 and 2
 - this requirement has not changed

1. Submitting a printout with Accompanying Electronic File.

2. I agree to the Internet Bid Submission Certification.



ENTER MISCELLANEOUS DATA, CONTINUED

- ▶ Attachment Requirements Summary
 - If a proposal contains an assigned DBE Goal, the following DBE information will be displayed

----- DBE INFORMATION -----

All required DBE forms, must be attached and submitted at time the of bid. All bids on proposals containing an assigned DBE goal must include completed DT1506 (Commitment to Subcontract to DBE) and Attachment A for each DBE subcontractor. If the DBE goal is not met, the bidder is also required to submit a completed DT1202 (Documentation of Good Faith Effort). Supplemental DT1202 documentation must be submitted to the DOT DBE Certification Alert Mailbox: DBE_Alert@dot.wi.gov by 11:00:00 AM the day after the letting has ended.

Beginning with the January, 2021 Letting, bids submitted without the required DBE attachments and supplemental documentation, will be deemed Non-Responsive.



ENTER MISCELLANEOUS DATA, CONTINUED

- ▶ Also, the DBE information for this proposal will be displayed
 - The DBE goal percentage is displayed
 - Note: You are no longer required to enter the DBE commitment percentage

This proposal has a DBE goal of **8.00%**, attach the required completed forms.
Note: 5MB file size limit per attached file.



ATTACH DBE DOCUMENTS

▶ DBE Commitment Form DT1506

- Note: If the file is larger than 5mg, the file will not be uploaded to Bid Express™

DBE Commitment Form DT1506 Description (such as proposal name, DT1506):

 ×

- Enter a description for the DBE Commitment Form DT1506
- Such as; 20201013001 DT1506
- Click Browse to locate the required file to attach
- Attached files can be previewed



ATTACH DBE DOCUMENTS, CONTINUED

▶ Attachment A

- Note: If the file is larger than 5mg, the file will not be uploaded to Bid Express™

Attachment A Description (such as proposal name, Attachment A):



Browse

Preview

- Enter a description for the Attachment A
- Such as; 20201013001 Attachment A
- Click Browse to locate the required file to attach
- Attached files can be previewed



ATTACH DBE DOCUMENTS, CONTINUED

▶ Good Faith Effort Documentation Form DT1202

- Note: If the file is larger than 5mg, the file will not be uploaded to Bid Express™

Good Faith Effort Documentation Form DT1202 Description (such as proposal name, DT1202):

 ×

- Enter a description for the Good Faith Effort Documentation Form DT1202
- Such as; 20201013001 DT1202
- Click Browse to locate the required file to attach
- Attached files can be previewed



BID SUBMISSION

▶ Process has not changed

- Once the bid is 100% Complete, click  and proceed

AASHTOWare Project Bids Bid - 20200811001.EBSX (0 Amendments) 20200811001

FILE EDIT TOOLS VIEW HELP

     

100% Complete

General	✓	Agency:	WIDOT	Bidder ID:	ITI-001
Schedule Of Items	✓	Letting Date:	08/11/2020	Project ID:	WISC 2020386
Miscellaneous Data	✓	Call Order:	001	County:	Juneau
		Contract ID:	20200811001	Amendments:	0
		Date Generated:	08/05/2020	Joint Bid:	No
		Date Revised:			
		Checksum:	DE13996D61		
		Description:			

DT1202 SUPPLEMENTAL DOCUMENTATION

- ▶ Prior to 11:00:00 AM, the day following the letting
 - Email required Supplemental Documentation to the DT1202 to:
DBE_Alert@dot.wi.gov mailbox



CONTACT INFORMATION

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