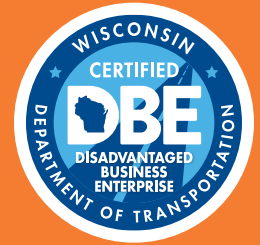


## BEYOND THE BASICS

# Optimizing DBE Construction Utilization for Primes

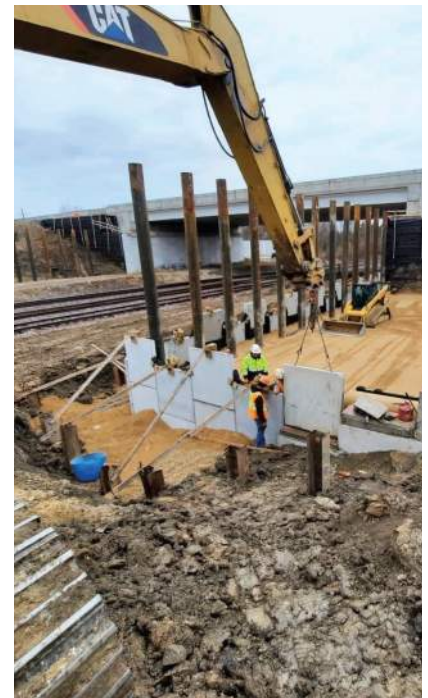


Communication, trust, and mutual respect help define expectations of common goals which create opportunities to level the playing field, providing a solid foundation for Generational Success.

What are practical ways this can be achieved?

### PRE-BID MEETINGS

- Does your company have a pre-bid meeting with all responsible staff members present?
  - Estimators
  - Project managers
  - Professional support staff
- Does your company have a standard agenda that includes DBE Utilization?
- Does your company review the region / proposal breakdown and other information in the [Bid Letting Update Newsletter](#) at your pre-bid meetings?
- Does your company review larger work types that may have smaller DBE opportunities **and** actively:
  - Solicit **first tier hiring** subcontractors with an explicit request to include DBEs in their quotes where possible
  - Engage in proactive conversations about utilizing DBEs **before** the bid letting



CONTINUED →

TRUST Mutual Respect COMMON VALUES  
OPPORTUNITY Common Goals EQUITY  
LEVEL THE PLAYING FIELD INCLUSION  
INCLUSION Generational Success Trust Equity Success  
Communication Common Goals Defined Expectations  
Trust MENTORSHIP PARTNERSHIP  
Common Goals Mutual Respect Opportunity

## BEYOND THE BASICS

# Optimizing DBE Construction Utilization for Primes



### POST-BID MEETINGS

- Does your company have a post-bid meeting with all responsible staff members present?
  - Estimators
  - Project managers
  - Professional support staff
- Does your company have a standard agenda that addresses DBE successful strategies to optimize DBE utilization?
- Does your company identify and track DBE challenges your company perceives as a trending issue?
- Did your company have a GFE request on any proposal (as the low bidder and/or as a non-low bidder)?
  - Does your company review and discuss the reason why an assigned DBE goal was not achieved?
- If your company is the low bidder and the proposal has either been **awarded** or **rejected** by BPD, **does your company have a process to notify all subcontractors of the status?**
- Does your company follow up with DBEs who were solicited and either:
  - **Did not quote** and/or
  - **Did submit quotes but were not selected?**

**IT IS HELPFUL** to understand why a DBE did not provide a quote and determine if your company can support the DBE in quoting you in the future

**IT IS HELPFUL** to DBEs who have not been selected to understand why and identify potential adjustments they can make for future success

### PRE-CONSTRUCTION MEETINGS

- Does your company have a process/protocol and invite **all** subcontractors to Pre-Construction Meetings?
- Pre-Construction Meetings are an important start to any project which helps both the prime contractor and DBEs work towards common goals.
- Encourage DBEs to attend Pre-Construction Meetings for the very important information discussed- (scheduling, staging, material requirements, payments, special provisions, etc.) and project expectations.
- All contractors and suppliers should attend the Pre-Construction Meeting. Refer to Pre-Construction Meeting invitations to determine if the meeting will be held virtually or in person.

### TAKE A MOMENT TO VISIT

## WISDOT'S DBE PROGRAM ONLINE

Find more information regarding Prime Contractor Resources, Newsletters, Stakeholder Meetings and more.

Are you ready to build a lasting relationship with a DBE firm? **Consider the Mentor/Protégé Program!**

The **Mentor/Protégé Program** is a business-to-business relationship that allows prime contractors to share their expertise with DBE firms to create a stronger economy with a more competitive business environment. DBE firms benefit as the protégé by learning best practices and building upon their existing strengths in a structured setting with industry professionals. Mentors assist with growing the DBE community by teaching valuable technical and/or business skills on a 1:1 basis.

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