



## PROGRAM WITH A PURPOSE

The Disadvantaged Business Enterprise (DBE) Mentor/Protégé Program is designed to facilitate mutually beneficial business relationships among firms interested, ready and willing to compete for contracting opportunities in Wisconsin and at the federal level.

## WHO QUALIFIES?

### MENTORS WHO HAVE:

- Record of quality performance
- Worked on WisDOT or federal contracts
- On WisDOT Roster of Eligible Consultants or the Prequalified Contractor list
- Desire to share experience and strive for excellence

### PROTÉGÉS WHO HAVE:

- Current DBE Certification
- Formal business plan or SBA 1010C Form
- Extensive business assessment
  - > SBDC assessment
  - > Customer feedback survey
- 1+ year in business
- Desire to compete on WisDOT contracts and/or federal contracts

WisDOT Mentoring is a business-to-business relationship that allows firms to share their expertise and resources to create a stronger economy with a more competitive business environment.

The practice of matching and cultivating relationships between large and small firms yields a significant return on investments, enhances business objectives and works effectively toward competing in today's markets.

### FOR MORE INFORMATION CONTACT:

#### **Benjie Hayek**

DBE Program Engineer  
Office of Business Opportunity Equity Compliance  
Wisconsin Department of Transportation  
(414) 750-1023  
[benjie.hayek@dot.wi.gov](mailto:benjie.hayek@dot.wi.gov)

#### **Rosalind Roberson**

DBE Program Support Analyst  
Office of Business Opportunity and Equity Compliance  
Wisconsin Department of Transportation  
(414) 266-1172  
[rosalind.roberson@dot.wi.gov](mailto:rosalind.roberson@dot.wi.gov)

WISCONSIN DEPARTMENT  
OF TRANSPORTATION

# DBE

## MENTOR/PROTÉGÉ PROGRAM

Building a  
Mentor/Protégé  
Relationship



# What's in it for you?

## BENEFITS TO THE MENTOR

- Assist DBE firms in business and technical development and growth
- Act as catalyst for DBE firm success and/or growth
- Potential for training time reimbursement
- Potential for 2% markup on WisDOT consultant contracts when the protégé is a sub-consultant to the prime (*contract must include federal funds*)
- Receive name recognition as a WisDOT Small Business Development Mentor

## BENEFITS TO THE PROTÉGÉ

- Receive structured business development from a valued WisDOT prime contractor or consultant firm
- Insider perspective on best practices
- Increase opportunities for performing as prime
- Workshop offerings supporting business growth and development
- Access to DBESS Professional Consultant Services



## GETTING STARTED

Enter the Mentor/Protégé Program in one of two ways.

### 1. ACQUAINTED PAIRS

A mentor and a protégé enter into the program on their own initiative.

### 2. UNACQUAINTED PAIRS

WisDOT initiates and facilitates the pairing of the mentor and the protégé.

## MATCHING THE MENTOR AND THE PROTÉGÉ

Prior to entering into a formal agreement, both the mentor and the protégé should consider how their skills and expertise will best complement each other. A mentor may offer to provide assistance in the following areas:

- Technical
- Managerial/Contract Preparation
- Accounting and Estimating
- NAICS Code Expansion
- Professional Advice
- The Mentor/Protégé Memorandum of Understanding (MOU) will remain in effect for two years with the possibility of a two-year extension.

## THE PROCESS

1

Recruitment and/or M/P Self-Recommendation

2

M/P Pair Submits Draft MOU

3

Stakeholder Review Panel Evaluates Draft MOU

4

Final MOU Submission

5

Orientation for Mentors and Protégé

6

M/P Pair Implements Training Plan for Approved Pairs

7

M/P Pair Reports; WisDOT Evaluates/ Monitors