

April 2011



# INROADS

Paving the Way for Montana's Disadvantaged Business Enterprises



Montana Department of Transportation  
DBE Program  
Civil Rights Bureau  
P.O. Box 201001  
Helena, MT 59620-1001

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## DBE Goal Approved!!!

The Federal Highway Administration (FHWA) has just approved The Montana Department of Transportation Disadvantaged Business Enterprise (DBE) goal for **highway projects**. MDT now has an overall goal of **5.83%** for projects comprised of **3.27%** achieved through race neutral means and **2.56%** through race conscious (project specific) goals. This goal is effective through September 30, 2013.

While this goal is in place, all projects will be monitored for project participation. In the event that the overall goal is not being met, project specific goals will be placed on upcoming projects. We have a method in place to begin this process and are prepared to implement project specific goals if it becomes necessary for MDT to achieve the overall goal. Thanks to continued DBE participation, for the time period between October 1, 2010 and March 31, 2011, the current DBE participation rate is **5.22%**!

Remember, the goal of the DBE program is to help you build a strong foundation for your business to continue to grow and expand. If you need assistance with individual consulting or educational opportunities, please contact Shannon Hahn, the Supportive Services Coordinator at 406-444-7287 to assist you.

If you have any questions, please feel free to contact Wendy Stewart, DBE Program Manager at 406-444-6337.

### It Pays to Self-Advertise

From the Idaho DBE newsletter

#### The Central Contractor

**Registration (CCR)** is the electronic gateway vendor/contractor/grantee database for the federal government. All current and potential contractors are required to register in CCR to receive federal contracts. If you're not registered on the CCR, as far as the federal government is concerned, you don't exist. (And you can't get paid either – CCR handles electronic vendor payments, too!).

Among its many uses, the CCR also serves as a search engine for contracting officers looking for

specific types of businesses or performing business market research. Prime contractors use the CCR to locate subcontractors or potential teaming partners as well. This makes it a valuable marketing tool for small businesses wishing to make themselves nationally — even internationally — known to the contracting community.

However, there's an even better (and more detailed) way to present your capabilities to prospective buyers and that's through the **Dynamic Small Business Search (DSBS)**, a sort of spin-off function of the CCR maintained by the U.S.

Business Administration (SBA). Businesses profiled on the DSBS can be searched by North American Industrial Classification System (NAICS) codes, keywords, location, certification, bonding level, business type, SBA certification, and by women, minority, veteran and service-disabled veteran ownership. References for government contract performance history can be posted, too.

How do you get registered on the DSBS? By being registered on the CCR. You may or may not have noticed, but at the (*cont'd on pg 3*)

## Welcome, Recently Certified DBEs!

Montana Lawns Inc  
**Gerry Robinson**  
Landscaping, Lawn  
Maintenance, Snow  
Removal

Plexis Healthcare  
Systems Inc  
**Jorge Yant**  
Health Services Software

Waka Group Inc  
**Andrew Wilson**  
Highway Construction

Elite Parking Services of  
America Inc  
**Dane Grey**  
Transportation, Taxi  
Service

## Do you know someone who could be a DBE?

If they are a small business owned by a minority or a woman and have less than \$1,320,000 in personal net worth and less than \$22.41 million in annual sales averaged over the last 3 years, they may qualify! Tell them to contact Wendy Stewart, DBE Program Manager at 406-444-6337 or [westewart@mt.gov](mailto:westewart@mt.gov) for an application packet.

## Bid and Contracting Opportunities

**MONTANA DEPARTMENT OF TRANSPORTATION**  
MDT holds two bid lettings each month.

Proposed for letting May 2011

UPN/UNIT	PROJECT ID	FINANCIAL DISTRICT	PROJECT DESIGNATION	TYPE OF CONSTRUCTION	LENGTH MILES
4725 000	HSIP 453-1(4)2	3	2000-SFTY IMP-4 KM E JCT I-15	RECONSTRUCTION WITHOUT ADDED CAPACITY	0.8
5004 001	HSIP 25(58)	3	2001-SAFETY IMP-GRIZZLY GULCH	ROADWAY & ROADSIDE SAFETY IMPROVEMENTS	
7563 000	SFCN 92-1(10)3	1	MULLAN & RESERVE	TRAFFIC SIGNALS & LIGHTING	
7564 000	SFCN-SFCS STWD (083)	1	LT TURN IMP KALISPELL AREA	TRAFFIC SIGNALS & LIGHTING	
7072 000	SFCX 32758(15)	1	WEST BROADWAY & AIRWAY BLVD	TRAFFIC SIGNALS & LIGHTING	
7424 000	SFCS 284-2(26)5	3	S-284 CANAL ACCESS ROAD	NEW CONSTRUCTION	
7467 000	IM 15-2(111)103	2	FEELY INTERCHANGE – N & S	MINOR REHAB	12.9
7073 000	NH 7-2(51)83	1	US 93 & TYLER WAY-LOLO	TRAFFIC SIGNALS & LIGHTING	
6754 000	NH 61-3(25)84	5	US 191 SLIDES – S MOBRIDGE	RECONSTRUCTION – WITHOUT ADDED CAPACITY	
4075 000	NH 14-3(14)108	5	SHAWMUT-WEST	MAJOR REHAB-WITHOUT ADDED CAPACITY	8.4
7360 000	STPP 9-2(14)52	3	N OF AUGUSTA-CHOTEAU	RESURFACING-ASPHALT (THIN LIFT <=60.00MM)(SCHEDULED MAINTENANCE)	11.8
7108 000	UPP 5210(22)	3	1 <sup>ST</sup> AVE N-9 <sup>TH</sup> TO 25 <sup>TH</sup> -GTF	RESURFACING-ASPHALT (THIN LIFT <=60.00MM)(INCLUDING SAF IMP)(PAVE PRES)	1.3
6464 000	BH 0002(901)	0	STEEL BR REHAB-FATIGUE DET 1	BRIDGE REHAB WITH ADDED CAPACITY	
7069 000	SFCN 1-2(160)136	1	US 2 & 12 <sup>TH</sup> AVE-COLUMBIA FALLS	TRAFFIC SIGNALS & LIGHTING	

### ***CMS-Communication and Management Services, LLC***

**CMS is currently contracted with MDT's DBE program to offer our services free of charge to certified DBEs. If you would like to become a certified DBE, we can help you through that process. CMS is qualified to offer you a number of different services, including, but not limited to: creating business plans, writing grants/loans, writing and reviewing project proposals, project packaging consultation, marketing assistance, connecting to contracting primes, hiring (finding good, experienced employees; employee relations), implementing trainings for business representatives on a variety of topics, and finding bidding information. CMS' senior management team has nearly a century of experience providing these types of services to a variety of different businesses and organizations. Our approach is to partner with all levels of your organization so that we share the burden of short term externalities and allow you to remain focused on long term goals. If you would like more information on how CMS can help your business, please visit [www.cms-llc.com](http://www.cms-llc.com), call 406-442-4934, or email [sbhimani@mt.net](mailto:sbhimani@mt.net). We look forward to working with you!**

## DBE participation for MDT Awarded Contracts for January and February:

Prime <i>DBE</i>	Location	Project	DBE Participation
CMG Construction Inc <i>West River Striping</i>	Sidney-Southwest	NH 20-2(21)50	3.74%
Helena Sand & Gravel Inc <i>Highway Specialties</i>	Simms J – S 434	NH 24-3(38)100	15.67%
Hi Tech Rockfall Construction Inc Knife River – Missoula <i>Promark</i>	Rock Scaling 20 M-N St Regis Evaro Hill	STPP 35-1(18)16 NH 5-1(51)4	0.00% 3.19%
Riverside Contract Inc-Msla <i>Hardrives Construction</i>	West of Havre – East	NH 1-6(81)355	10.52%
Riverside Sand and Gravel Inc <i>Arrow Striping</i>	6 <sup>th</sup> Ave N to Bench Blvd-Blgs	MT-CM 1099(32)	1.00%
Riverside Sand and Gravel Inc <i>Arrow Striping</i>	Hathaway – E & W(WB)	IM 94-3(61)116	3.62%
Sletten Construction Company  <i>Gaston Engineering Highway Specialties</i>	Belt Cr-Bridge Street –Belt Sidewalks-Belt	BR 9007(43)	5.73%
United Materials of Great Falls Inc <i>Highway Specialties</i>	Central Ave West (GTF)	NH 103-1(13)0	8.96%
<b>Average Participation</b>			<b>4.54 %</b>

(cont'd from pg 1)

triumphant conclusion of your initial registration you were given the option of going on to fill out the “SBA Supplemental Page.” If you didn’t see it, no problem. Most people are too exhausted by this whole procedure to contemplate additional registration anyway. You can always go back in and update your CCR profile, and thereby get another crack at getting registered on the DSBS. Much of the information on the DSBS will be populated by your CCR profile; other fields you must take the time to fill in yourself. Make sure your Capabilities Narrative and the Keywords under your DSBS profile contain all the applicable products and services your company provides.

Now go search for yourself. Pretend you’re a contracting officer or prime contractor looking for your kind of business – in all the areas of work you perform. Are you coming up in the search results? Are you listed under the correct NAICS codes? “Checked”

if you’re a minority/woman/veteran owned business? Then take it one step further: start looking at your competition, in the same line of work. How are they listed? Are they doing a more effective job of describing themselves in their profiles?

Don’t forget to keep all your information current in both the CCR and your DSBS profile, especially your email and website addresses. (Think of how profoundly unimpressed potential contracting officers will be if their communications to you are undeliverable.)

The SBA takes care of other updates, like 8(a) Business Development and HUBZone program certification status.

Ready to get started? Visit [www.ccr.gov](http://www.ccr.gov). You can even download a User’s Guide in the “Help” section.

Don’t forget that the DBE program has contracted with the following Business Resource Centers (BRCs) to assist in supporting DBEs. If you need additional assistance in your area, please contact the following BRCs:

C2 Business Solutions  
**Carol Cunningham**  
Polson  
406-676-5200

War Shield Development  
**James Parker Shield**  
Great Falls  
406-761-3377

Great Falls Dev. Authority  
**Rebecca Engum**  
Great Falls  
406-771-9032

Communication &  
Management Services (CMS)  
**Sarah Bhimani**  
Helena, Billings  
406-442-4934

## MDT Civil Rights Bureau Directory

Wendy Stewart DBE Program Manager/Certifications	<a href="mailto:westewart@mt.gov">westewart@mt.gov</a>	(406)444-6337
Shannon Hahn DBE Supportive Services Coordinator	<a href="mailto:shahn@mt.gov">shahn@mt.gov</a>	(406)444-7287
Andy Hyatt-Marcucci Compliance Technician	<a href="mailto:ahyattmarcucci@mt.gov">ahyattmarcucci@mt.gov</a>	(406)444-6331
Alice Flesch ADA Coordinator	<a href="mailto:aflesch@mt.gov">aflesch@mt.gov</a>	(406)444-9229
Bill Anderson Title VI & EEO Compliance Specialist	<a href="mailto:bianderson@mt.gov">bianderson@mt.gov</a>	(406)444-6334
Kathy Terrio EEO & Labor Compliance Specialist	<a href="mailto:kterrio@mt.gov">kterrio@mt.gov</a>	(406)444-9270
Patti McCubbins Civil Rights Bureau Chief	<a href="mailto:pmcubbins@mt.gov">pmcubbins@mt.gov</a>	(406)444-6042

Montana Department of Transportation  
2701 Prospect Avenue  
P.O. Box 201001  
Helena, MT 59620-1001  
Phone: (406)444-6331  
Toll Free: (800)883-5811  
Fax: (406)444-7685  
TTY: (800)335-7592



# April

**Do you need some specialized training for your employees?**

**Are you struggling with a unique business issue?**

**If you need some training for your employees or you would like the DBE program to conduct training OR you need some personalized consulting, contact Shannon at 444-7287 and she can set it up!**

**And watch for upcoming training...there are always lots of opportunities!**

## Meetings, Workshops, and Training Opportunities

### May

#### Business Writing From Technical & Social To Technique & Strategies

##### Sponsored by the DBE Program

Technical – Grant & Proposal Writing, Business and Marketing Plans, Writing and Professional Techniques

5/10 – Missoula, Best Western Gran Tree  
5/12 – Bozeman, Days Inn  
5/17 – Butte, Comfort Inn  
5/24 – Ronan, Lake County Community Development  
8:30 am to 4:30 pm

RSVP [shahn@mt.gov](mailto:shahn@mt.gov) or 406-444-7287

#### 5/5 Grant Writing Workshop Chinook

All day  
Seminar offers a step by step approach for individuals and organizations seeking to learn how to write a successful grant proposal.  
Cost \$40  
Contact: 406-357-2345

#### 5/6 New West Festival Holiday Inn, Missoula

8 am  
Digital branding, local food systems, entrepreneurship, climate change and economic development  
Contact: Terri Roberts, [terri@newwest.net](mailto:terri@newwest.net)

5/9

#### Advanced WordPress

20 E. Olive Ste, LL10, Bozeman

5:30-8:30 pm

Get more out of your website

Cost: \$85

Contact: [ContinuingED@montana.edu](mailto:ContinuingED@montana.edu) or 406-994-6683

#### 5/11-12 Grant Training Stage Stop Inn, Choteau

All day

Essential Grant Skills

Cost: \$100

Contact: [www.tgci.com](http://www.tgci.com) 406-727-5173 or 1-800-421-9512

5/11

#### Collaborative Business Marketing 20 E Olive Ste LL10, Bozeman

8:30 am – 12:30 pm

Grow your own business by collaborating with other businesses.

Contact: [ContinuingEd@montana.edu](mailto:ContinuingEd@montana.edu) or 406-994-6683

5/19

#### W2: The Women to Women Conference Best Western GranTree Inn, Bozeman

All day

Professional development conference

Cost: \$79

Contact:

<http://www.montanawbc.org/events/2011/05/19/w2-women-women-conference>

## Mark your calendars