



**Statewide Small Business Council Meeting Minutes –  
November 17, 2009**

**1823 14th Street  
Sacramento, CA**

**Statewide Council Members Present**

Camacho, Julian	HCA
Carrera, Angel	DGS
Castillo Linn, Patricia	NLBWA-IE
Chaudhary, Arvin	ACEC-CA
Chavez, Chris	HCA
Garcia, Rodrigo	SHPE
Golliet, Gene	SDVOB
Guerrero, Paul	CAL-SBE
Hernandez, Richard	SHPE (Alternate)
Hou, Jonathan	ABA
Hunsaker, Debbie	GFACC
James, John	NAMCSC (Alternate)
Johnson, Bernard	MSDC
Jordan, Fred	SFBCC
LaCome, Diana	NCA
Lau, Eddy	AAAE, SFO
Ortiz, Leonard	LBA (Alternate)
Ramirez, Frank	CM (Alternate)
Vargas, Jesus	SJCHCC

**Caltrans Staff Present**

Iwasaki, Randell	Director
Fonseca, Olivia	OBEO
Bayer, Zoe	Project Management
Chittenden, Ross	District 10
DeWatney, Bonnie	OBEO
Effinger, Robert	Construction
Frank, Angela	OBEO
Jackson, Otis	District 7
Pulido, Lauren	District 10
Rettke, Megan	DPAC
Rice, Lorna	District 11
Robertson, Deborah	District 7
Sartipi, Bijan	District 4

**Guests**

Lowry, Patrick	DVBE Alliance
Mammano, Vincent	FHWA
Nelson, Ron	CSH Planning
Stevens, Gary	CSH Planning
Yokota, Lance	FHWA

## **ITEM 1 – Welcome/Introduction/Opening Remarks**

Olivia Fonseca, Deputy Director, Office of Business and Economic Opportunity (OBEO), California Department of Transportation (Caltrans)/Statewide Small Business Council (SBC) Chair called the meeting to order at 8:30 a.m. Chair Fonseca welcomed Statewide Small Business (SB) councilmembers, Caltrans staff, and guests; all were asked to introduce themselves.

Director Iwasaki expressed his deepest regrets that he had missed a couple of SBC meetings. He indicated that either Chief Deputy Director McKim or he will attend the SBC meetings. Director Iwasaki spoke about and described the Bay Bridge I-Bar incident and fix. He the fix is being monitored on a daily basis. He spoke about the “S” curve on the bridge and the increase in accidents that have occurred. He noted there are 40 mile per hour (MPH) signs with 35 MPH advisory signs posted however, high speed on the S curve is prevailing and hence higher accidents. Caltrans is taking numerous measures to slow the traffic along the S curve.

Councilmember Garcia stated we need creativity to help get the participation of Disadvantaged Business Enterprises (DBE) in the communities and would like the same enthusiasm they have toward the Bay Bridge. Director Iwasaki agreed and stated he is reminding all District Directors to communicate with prime contractors and remind them it is their jobs to work with contractors and vendor consultants to include small, disabled veteran and disadvantaged businesses on their government contracts.

Councilmember Jordan stated he has received calls from National Association for the Advancement of Colored People (NAACP) regarding the lack of utilizing minority businesses in San Francisco for the Doyle Drive project. The NAACP would like a town hall meeting to discuss the issue.

Director Iwasaki informed the Council that the Office Engineer (OE) has completed a SBC action item to consolidate the DBE specifications in our contract documents. Apparently the DBE/Underutilized DBE (UDBE) provisions were in various places in the contracting documents. Now the UDBE goal remains on page one of the contract documents and UDBE/DBE provisions are in the Special Provisions immediately following the Notice to Bidders and estimate page. Director Iwasaki noted the newest versions of the contract language are in the current contracts.

Director Iwasaki announced the new District 11 Director is Laurie Berman. Mr. Doug Failing has left Caltrans and the Interim District 7 Director is Richard Land. The Interim Chief Engineer is Malcolm Dougherty.

Councilmember James would like Caltrans to post on the Web site if the DBE goals are met. Chair Fonseca stated the information regarding DBE contract attainment is on the Award Tracker, which can be found on the Office Engineer Web site under “Award Tracker.”

Director Iwasaki announced the Division of Local Assistance (DLA) and OBEO have joined to conduct pilot Local Assistance compliance reviews of 4-6 local agencies compliance with the DBE-Americans with Disability Act-Title VI provisions. Mr. Denix Anbiah, Chief, DLA will select the local agencies. The first review will take place in January and the results will be reported back to Director Iwasaki and FHWA.

Councilmember Patton asked if Caltrans is ready to conduct a new Disparity Study which will bring back Hispanics as race-conscious. Director Iwasaki stated Caltrans is planning to complete another Disparity Study.

Director Iwasaki shared with the Council that Caltrans received an award from the State Agency Recognition Award panel for exceeding the 25 percent SB and 3 percent Disabled Veteran Business Enterprise goals. The award panel indicated “Caltrans hit it out of the park!”

Councilmember Guerrero indicated the LaRaza Roundtable presented Director Iwasaki with an advance copy of a pre-dated letter, addressed to US Attorney General Eric Holder, wherein the LaRaza Roundtable requests an investigation of Caltrans for failure/refusal to comply with 49 Code of Federal Regulations Part 26, Section 26.29 regarding prompt payment. Councilmember Guerrero suggested that Caltrans look at how the Bay Area Rapid Transit (BART) enforces prompt payment and have Caltrans replicate or suggest something similar to BART’s processes. Councilmember Guerrero also agreed to re-date the letter to January 31, 2010, in order to allow Caltrans to come up with some alternatives the BART process.

**ACTION ITEMS:**

- Provide a presentation on the State Bond rate—Brenda Schimpf.
- Councilmember Jordan will contact District 4 Director Sartipi to facilitate the town hall meeting regarding minority business participation on the Doyle Drive project.
- Councilmember LaCome requests a presentation from the OE on the contract specification language as it pertains to the DBE Program requirements.
- Councilmembers Garcia and James suggest Caltrans Contract Managers and Resident Engineers obtain sensitivity training.
- Councilmember Garcia would like Caltrans workforce data, by ethnicity and job classification.
- Councilmember Camacho requested a list of the subcontractors listed on the federal aid contracts for the past year.
- Councilmember LaCome requested an updated SBC roster.
- Councilmember Lau suggests Caltrans representatives from DLA and Division of Engineering Services attend the Committee and Council meetings.
- Councilmember Guerrero requested the results of survey from other State Department of Transportations on how they implement Section 26.29.

**ITEM 2 – Approval of September 25, 2009, Meeting Minutes**

Motion by: Councilmember LaCome

Second by: Councilmember Hou

Approved by consensus.

Noted revision: Councilmember Johnson represents the Minority Supplier Development Council of San Diego.

**ITEM 3 – Statewide Committee Reports**

Committees met the night before and discussed 2009 Action Items; refer to the Committee minutes for updates.

Commodities – Councilmember McGlover, Chair

Construction – Councilmember LaCome, Chair

Local Assistance – Councilmember Guerrero, Chair

Professional Services – Councilmember Lau, Chair

Supportive Services – Councilmember Johnson, Chair

## **ITEM 4 – District Updates**

### **District 4 (Oakland) – Bijan Sartipi, District 4 Director**

District 4 SBC meeting is November 18, 2009. His office will forward the meeting minutes after the meeting. The district is hosting a Mandatory Pre-Bid (MPB) for contract 04-014061—constructs a Tow Services Facility, which has several building trades and will include a Vehicle Fueling Station. In response to Councilmember Camacho's suggestion, the pre-bid meeting will encourage major subcontractors to network with DBEs and SBs to assist the prime meet the goal on the contract.

### **District 7 (Los Angeles) – Otis Jackson,**

On December 10, 2009 there will be recognition reception for Doug Failing. District staff conducted outreach at the Black Business Association event. The district is also conducting outreach to the Korean business community. The district is hosting a Construction Inspections outreach event for two contracts, with an approximate value of \$4 million each. The Southern Regional SBC meeting is canceled for December.

### **District 10 (Stockton) – Ross Chittenden, Interim District 10 Director**

District 10 Director stated his goal as the Interim District 10 Director to get more SB participation. He announced the next San Joaquin Valley SBC meeting is on November 19, 2009. The District is working with the Association of General Contractors (AGC) on the Construction Mentor-Protégé Program. Nine protégé applications have been received and they are working with Granite and Teichert as mentor. The first MPB meeting was held and seven prime contractors participated. Another MPB will be scheduled for January 2010. The third Annual Procurement Fair will be held in April 2010. There was a business who asked if the DBE certification application is available in Spanish. Chair Fonseca offered to assist in the request for a Spanish certification application.

### **District 11 (San Diego) – Lorna Rice, Deputy District 11 Director of Administration**

Nellie Richardson is retiring. See District 11 small business fact sheet handout.

## **ITEM 5 – Public Comment/Good of the Order**

Chair Fonseca shared the 2010 SBC meeting schedule. She noted based on a Waste Watcher's inquiry and recommendation to reduce the number of meetings in the year, the 2010 meeting schedule shows no meetings in April, August and December. In addition, the July meeting date will be corrected to reflect the correct year.

The January Annual Planning meeting will be held in Sacramento.

Chair Fonseca asked the members to provide their annual SBC membership reaffirmations by December 31, 2009. For the first time in several years, a membership waiting list exists and if member organizations are not returning next year, new member organizations will be invited to the SBC.

Councilmember Linn announced the National Latina Business Woman Conference will be held on November 19, 2009 in Sacramento.

Councilmember Hunsaker spoke with AGC members and they encouraged small businesses to attend outreach events.

Mr. Mammano is still working on facilitating a local agency meeting to discuss DBE issues. He suggests the

SBC provide action items that he can work on. Councilmember Guerrero mentioned each Committee has their own Action Item listing and the Annual Planning meeting is to go over accomplishments and identify new goals for the coming year.

Meeting adjourned: 12:00 p.m.

Next meeting: January 28 and 29, 2010  
Location to be determined

Approved by:



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OLIVIA FONSECA  
Deputy Director  
Office of Business and Economic Opportunity  
California Department of Transportation