

Caltrans State-Wide Small Business Council Meeting Record

March 15th, 2024, 8:30 a.m. – 12:00 p.m.

- Virtual via WebEx
- Next Meeting: May 16th and 17th, 2024, hybrid via WebEx.

Action Items

- The ad hoc African American DBE Work Group Committee needs a Chair; OCR Staff will attempt outreach to recruit a council member to fill this role.
- Caltrans staff will outline what is currently being done to address prompt pay issues, identify challenges, and address how to draft a problem statement.
- OCR will create and share the Business Needs Survey report with the SBC.

Welcome and Council Member Roll Call – David DeLuz, Office of Civil Rights Deputy Director

- Meeting Start Time: 8:30 a.m.
 - Quorum achieved - 23 of 29 council members present.
- There are upcoming Procurement Fairs:
 - D11 Imperial Valley Procurement and Resource Fair
 - Thursday, March 21, 2024, from 2:00 p.m. to 5:00 p.m.
 - Dr. Martin Luther King Jr. Sports Pavilion, 770 Park Ave, El Centro, CA 92243
 - D4 Small Business Procurement Fair
 - Wednesday, April 10, 10:00 a.m. – 2:30 p.m.
 - 111 Grand Ave, Oakland, CA 94612, USA

Agenda Review and Meeting Record Approval

- Eddy Lau motioned to approve the January 19, 2024, meeting record with all necessary corrections. Trinity Nguyen seconded.
 - Motion passed.

Highlights from the Director's Office – Tony Tavares, Caltrans Director

- The OCR 2023 Accomplishments video was shared.
 - <https://www.youtube.com/watch?v=aNXweNM8EzE&feature=youtu.be>
 - Caltrans reached over \$1 billion in contracts to disadvantaged business enterprises for the first time ever.
- Women's History Month
 - Caltrans acknowledges Marilyn Jorgenson Reece, the first Caltrans woman engineer and later the first woman registered civil engineer in California; Lois Cooper, the first Caltrans Black woman Transportation Engineer; District 4 Director Dina El-Tawansy, the first woman of color to serve as a Chief Deputy District Director at Caltrans, serving the Bay Area, which she oversees today; and Donna Berry, the first black woman to be named Chief Engineer and Deputy Director for Project Delivery Caltrans.
- Transportation Equity Index Tool

- The tool uses publicly available and internally developed datasets from public and private sources. This tool will help Caltrans identify underserved communities that lack access to transportation options and focus funding in these areas.
- The USDOT released an update to its first Equity Action Plan.
 - The 2023 update of the Equity Action Plan highlights metrics that fall under five focus areas, or “Pillars”:
 - Wealth creation for disadvantaged communities
 - Amplifying these individuals’ voices in transportation decisions
 - Intervention and capacity building
 - Broadening access to affordable transportation
 - A new pillar has been added, which aims to embed equity, civil rights, and social justice initiatives into all transportation processes.
- Community-Led Solutions
 - Caltrans is launching the Reconnecting Communities: Highways to Boulevards (RC:H2B) Pilot Program.
 - Caltrans will be partnering with local agencies and residents to plan, design, and reconstruct city streets, parks, and other infrastructure.
 - As this process unfolds, there will be many opportunities for small businesses and contractors.
 - The Interagency Equity Advisory Committee
 - Launched in 2023, the EAC consists of 15 individuals from across the state who have experience in housing, environmental justice, accessibility, tribal and Indigenous communities, and more.
- Winter Storms & Safety
 - Caltrans maintenance crews have been hard at work repairing damage caused by heavy rains and flooding in San Diego County and the Bay Area.

FHWA Update – Elissa Konove, Acting Director of Field Services – West

- Fiscal Year 2025 - President's Budget
 - On Monday, March 11, 2024, the FY 2025 President's Budget was released. FHWA's Budget requests \$62.8 billion, which, when added to \$9.5 billion in advance appropriations contained in BIL, will result in a total of \$72.3 billion in FY 2025 for FHWA. FHWA's request reflects the fourth year of BIL.
 - Approximately \$6 billion for CA
- Discretionary Program Awards
 - FY 2023 Reconnecting Communities and Neighborhoods (RCN) discretionary grant selections were announced: Press Announcement. The RCN is a joint funding opportunity of the Reconnecting Communities Pilot (RCP) Program and Neighborhood Access and Equity (NAE) Program.

- President Biden announced \$3.3 billion in grant awards for 132 projects, including 17 in CA.
- Notices of Funding Opportunity (NOFOs)
 - Congestion Relief Program Fiscal Year 2022-2024 Notice of Funding Opportunity
 - Safe Streets and Roads for All Fiscal Year 2024 Notice of Funding Opportunity
 - Low-Carbon Transportation Materials (LCTM) Program Request for Applications (RFA) has been posted: Low-Carbon Transportation Materials (LCTM) Program Request for Applications (RFA).
 - The FHWA Office of Infrastructure will host webinars in the following weeks to provide more information and answer questions about the program and the application process.

Disparity Study – Betsy Sava and Sameer Bawa

- 2024 Caltrans Disparity Study
 - BBC will conduct Caltrans' 7th Disparity Study across FHWA and FTA contracting.
 - BBC is the prime consultant.
 - There are 4 sub-consultants: Rosales Lab partners, GCAP Services, Davis Research LLC, and Opportunity Marketing Group.
- Value and Objectives
 - Assess disparities that may exist between participation and availability of person-of-color (POC) and women-owned businesses in Caltrans contracting and procurement.
 - Recommend refinements and advise on how to enhance participation.
 - Provide evidence of barriers that prevent businesses from successfully working with Caltrans.
 - Ensure the constitutionality of Caltrans' continued use of race and gender-conscious measures as part of its implementation of the federal DBE program.
- Facilitating Community Engagement
 - Informational efforts include:
 - Email outreach
 - Task notices
 - Presentations
 - Public meetings
 - Engagement efforts include:
 - Business surveys
 - Interviews
 - Focus groups
- Availability Analysis
 - Custom census with a broad sense survey of community businesses related to:

- Lines of work
 - Business size
 - Geography
 - Capacity
 - Interest
 - Ownership
- Utilization Analysis
 - Data on utilization will be analyzed from January 1, 2020 – December 31, 2023, on Construction and Professional Services contracts.
 - This data will be supplemented with survey data, business size, geography, and ownership.
 - Results will demonstrate a dollar-weighted sense of participation of POC and women-owned businesses in procurement and contracts.
- Disparity Analysis
 - A disparity is calculated using the following formula:
 - $\text{Dollars Awarded} / \text{Dollars Available} \times 100 = \text{Disparity Index}$
 - Less than 80 is a substantial disparity
 - This can be utilized to argue discrimination by the courts. This is the justification for the measures employed by the Federal DBE Program.
- Study Timeline
 - The disparity study began in January 2024.
 - 2024 Public Engagement Sessions:
 - April 15, 2024, from 11:30 a.m. to 1:00 p.m.
 - April 15, 2024, from 5:30 p.m. to 7:00 p.m.
 - April 17, 2024, from 11:30 a.m. to 1:00 p.m.
 - April 17, 2024, from 5:30 p.m. to 7:00 p.m.
 - D7 Office Meeting May 2nd, 3:30 p.m.
 - D4 Office Meeting date to be finalized.
 - BBC will continue to attend the SBC Meetings to provide updates.
 - Meetings will be scheduled to discuss the goal and methodology document. Caltrans will propose an annual goal in October.
 - Public comment will occur for this document.
- Comments and Questions
 - Are disabled service veteran-owned businesses included in this study? (Karen Rollandi).
 - As part of the Federal DBE program, there are classified presumptive groups that are the basis of disparity studies. USDOT has set forth what those are: African American-owned, Asian American-owned, Native American-owned, Hispanic-owned, and women-owned. The study is tailored specifically to that program. Congress could decide to include those but at this time that decision has not been made. (Sameer Bawa).

- CA is commissioning a separate disparity study that will include disabled veterans in that study scope. Within a year or so there should be a wealth of information and outcomes available. (Sameer Bawa).
 - Has anything changed over the past 3 years? This is more detailed than what we have heard in terms of past studies. (Zeke Patten).
 - No, there have been no changes. (Sameer Bawa).

District Highlight – Tarek Tabshouri, Director of Aeronautics

- The mission of the Aeronautics Program is to oversee the safety and reliability of aviation transportation.
- Program Activities
 - Airport and heliport permitting and inspections, aviation system planning, land use compatibility guidance, Caltrans unmanned aircraft system (UAS), Caltrans/agency lead on advanced air mobility, and more.
- Advanced Air Mobility (AAM) “Air Taxis”
 - New form of regional transportation
 - Low-altitude passenger transport, cargo delivery, and public service capabilities
 - State of the industry
 - AAM Challenges
 - Ensuring safety (regulatory framework)
 - Public acceptance
 - Community integration
 - Scalability/profit
- Research
 - Caltrans is identifying suitable vertiport locations using available GIS data and tools that take into consideration:
 - Proximity to other modal transportation facilities
 - Equity/demographic data
 - Safety
- Senate Bill 800 mandates Caltrans to establish an AAM, zero-emission, and electrification aviation advisory panel to assess:
 - The feasibility of existing infrastructure to support a vertiport network.
 - Creating a three-year prioritized work plan for advancing AAM services.
 - Strategies for equitable access to AAM infrastructure.
 - Report due to the Legislature on January 1, 2025.
- SB 800 coincides with the existing AAM Integration and Infrastructure Readiness Study. The study aims to integrate AAM into California's transportation network safely, sustainably, and equitably, identify suitable routes and infrastructure needs, and offer legislative recommendations, overseen by a panel of federal, state, and private sector experts.

- The project began in July 2023. The report will be finalized in May for a 30-day public review. The study will wrap up in September.
- Questions and Comments:
 - What lens is being utilized on the equity side? (Dr. Matthew Ajiake).
 - The Aeronautics Program is still grappling with that question. The hope is that the study will provide clarity. This is in the early stages. The public review process will be helpful to solicit comments. As the legislature takes further interest, equity will be on the radar to address. (Tarek Tabshouri).
 - With the Reed Hill Airport in East San Jose, the community would like it closed. With these ideas of advanced modes of transportation, there are ways to make this happen without using regular pilots. Thank you for presenting. (Danny Garza).
 - Several small airports are under provision of Caltrans. There are over 300 of them. About 80 of them are very close to a major transportation corridor that is owned by Caltrans. There are opportunities under SB 800 to create a benefit to the public for these large assets. As far as equity, underserved and underrepresented people must be given available jobs that come out of these new technologies. (Shari Tavafrashti).
 - Shari Tavafrashti also stated that she will be stepping down from the Small Business Council and will be finding a replacement from WTS International, San Francisco.

Action Item Log Review

- Prompt Pay is always an issue. It would be better for payment to be given twice monthly for small businesses. Insurance has gone up. Can Caltrans look into this? (Rebecca Llewellyn).
 - Caltrans is working with other state agencies to come up with solutions, particularly around insurance and bonding issues. (David DeLuz)
 - Theft on these jobs is also a big problem. Issues that impede small businesses from staying in business must be taken into consideration. (Rebecca Llewellyn).

Caltrans State Partner Reports Department of General Services (DGS) – Angela Shell

- 2024 is the 50th year of the Small Business program in the state of California.
 - In 1973, legislation was passed that put the SB program in place.
 - DGS will be working throughout this year to put in celebrations where we discuss the effects of programs on small businesses.
- Procurement Updates
 - Statewide Contracts
 - Food opportunities.
 - A master services agreement will be posted soon related to community-based outreach.
 - Public Works

- Road and parking lot repaving
 - IT software
 - Executive development program consulting
- Upcoming Events
 - Business expos
 - SB matchmaking events
 - Access to capital
 - CA Black Chamber of Commerce mixer
- Certification Numbers
 - 18,000 certified small businesses (15,000 micro businesses)
 - 1,721 DVBEs
 - As a result of Ab 2019, 178 DBE firms applied for and received state SB certification.
- If a firm submitted an application and needs the file expedited because of an upcoming bid due date with the state or a reciprocity partner, please follow the expedited request process at [File Certification Expedite Request for Businesses](#).
 - <https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/File-a-Certification-Recognition-Expedite-Request?search=expedite>
 - For any other certification questions please contact OSDShelp@dgs.ca.gov.
- Small Business/DVBE Compliance
 - 17 program abuse cases are currently under evaluation.
 - 27 compliance reviews are currently under evaluation.
 - 2 DVBE substitution requests from state departments are being processed.
- SB DVBE Training
 - DGS Strategic Goal to launch an in-depth SB/DVBE Training on navigating the state bidding and contracting process has begun offering classes for 2024.
 - SB/DVBE Training Website: SB-DVBE-Training-Unit (ca.gov)
 - SB/DVBE You Tube Playlist: SB/DVBE Training – YouTube
 - Next classes coming up are “Understanding State SB and DVBE Commercially Useful Function (CUF)” and “The ABC’s of Environmentally Preferable Purchasing for SB/DVBEs.”
- Statewide Advocacy Support
 - The state exceeded participation goals with a record high of \$4 billion awarded to SB on state-funded contracting. Almost \$2 bill went to microbusinesses. For DVBEs, \$850 million was awarded. All of these numbers are record-breaking.
- DGS Statewide Small Business Advisory Council
 - Meeting is next week to begin strategic planning efforts for the next two years.
 - Some of the topics will be industry specific CUF guidance, prompt payment, and solicitation templates.

- Statewide Supplier Diversity Program Update
 - DGS is also working on a disparity study with a focus on the service industry. Construction in general, not just DOT.
- Supplier Diversity Symposium
 - DGS held its first Supplier Diversity Symposium on March 14th.
 - Yearlong partnership with several state departments.
 - There were nearly 300 in-person attendees and 100 online attendees.
 - 14 state departments had booths.
 - Several breakout sessions with diverse suppliers sharing how to navigate the state procurement process.
- Questions and Comments
 - On SB renewals, for existing certified SBs that are up for renewal, is DGS allowing folks who go over their time limit, to remain eligible to receive contracts? (David DeLuz).
 - Yes, DGS has been extending that time limit as those SBs are in the queue. If there is an expedited bid, DGS can move the business up in the queue so that they do not lose certification because of the DGS backlog. (Angela Shell).

Caltrans State Partner Reports Governor's Office of Business and Economic Development (GO-Biz) – Christopher Earl

- State Small Business Credit Initiative Technical Assistance (SSBCITA) Capital Readiness Program
 - Provides businesses with no-cost 1:1 counseling and training support around legal, accounting, and financial areas to prepare businesses to navigate the funding landscape.
 - The program is backed by the state via iBank and the CA Pollution Control Financing Authority (CPCFA).
 - Looking to add 30 new partners to the network.
 - This program began March 1st.
- Inaugural CA Supplier Diversity Symposium (CSDS)
 - Thank you to Dalia Demian for assisting with the planning and coordinating of this symposium.
 - This symposium helped expand the state's diverse supplier basis. Will be looking to expand this in the future.
- Questions and Comments:
 - The rollout of the statewide SB credit initiative is huge. There is \$1 billion coming to support SBs. This will be made available for several products they are creating. Caltrans is looking to partner with both organizations to help with the kickoff. This technical assistance will be critical for businesses that do not understand loans. (David DeLuz).

Caltrans State Partner Reports – High-Speed Rail, Shonda Hornbeck, Title VI and SB Manager

- HSR received a \$3.1 billion to advance construction in the CA Central Valley.

- 4 contracts
- RFQs and RFPs
- HSR has 100 DVBEs that have participated on the project, 206 DBEs, and 820 SBs/microbusinesses, totaling \$1.9 billion.
- More opportunities will arise in the future.
- Design Services for Track and Overhead Contact Systems (OCS)
 - Statement of Qualifications Due Date: April 4, 2024
 - Notice of Proposed Award: May 2024
 - Contract Execution and Notice to Proceed: June 2024
- Independent Safety Assessor Services
 - Statements of Qualifications Due Date: May 14, 2024
 - Notice of Proposed Award: June 11, 2024
 - Anticipated Contract Execution and Notice to Proceed: August 2024
- Financial and Commercial Advisory Services
 - Proposals Due Date: March 21, 2024
 - Notice of Proposed Award: April 22, 2024
- Track & Systems
 - The Track and Systems procurement is proposed to be a design-build-maintain contract with a scope of work that includes design and construction of trackwork, railway systems, and electrification, as well as testing and commissioning. The Track and Systems contract, as proposed, will also include a 30-year term of maintenance for both the underlying civil works and the track and systems work. The Track and Systems work would be issued through multiple Notices to Proceed (NTP) for the Central Valley to Silicon Valley segment.
- Upcoming Events
 - CUCP - Small and Diverse Business Expo on April 4, 2024.
 - HSR Meet the Prime – Dragados/Flatiron JV on April 17, 2024.
 - California Black Chamber of Commerce – Summit and Expo on April 25, 2024.
 - HSR SB Program Fast-Track Networking Fair on May 7, 2024.

Break

- Break Start: 10:24 a.m.
- Break End: 10:29 a.m.

Local Assistance Committee Reports – Debbie Hunsaker, Chair

- Debbie Hunsaker and Lee Cunningham discussed Local Assistance topics but were unable to attend the Local Assistance Committee, so the meeting did not take place on March 14th.
- Interested council members or SBC guests are welcome to join the Local Assistance Committee.

Professional Services Committee Reports – Trinity Nguyen, Chair

- Celebrated Paul Guerrero who passed away January 22, 2024, at the age of 95.
 - Shared impacts on the SBC legislation he pushed forward with the Prompt Payment Act.
- The Committee approved its 2024 goals and finetuned 10 action items from 2023's goals.
- Trinity Nguyen submitted one request to OCR on February 25th. The report in District 4 has utilization data points that the Committee would like to see from all 12 Districts.
- Questions and Comments:
 - Staff are working with D4 A&E to see how they developed the report so that a plan for how to proceed can be discussed. (Aisha Copeland).
 - On the annual FHWA reports, a measure of utilization of DBE firms is included. (David DeLuz).

Commodities Committee Reports – Zeke Patten, Chair

- Zeke Patten was re-elected as Chair. Lee Cunningham was re-elected as co-Chair.
- Division of Equipment (DOE) presented.
 - Zeke Patten requested that the DOE participate in the Commodities Meetings moving forward.
- The Committee discussed upcoming procurement fairs.
- Committee Attendees:
 - 3 District Small Business Liaisons were present, from North Region (Districts 1, 2, 3 and District 10, and District 11).
 - No Prime contractor was present.
 - David Prizmich from DPAC was present.
- The Committee reviewed the top 100 list of commodities on the Caltrans website.
 - This will be a permanent fixture on the agenda going forward, as it is useful information.
- The Committee requested that DSBLs share going forward, what top commodities they have purchased in the past 2 months.

Construction Committee Reports – Rebecca Llewellyn, Vice Chair

- Chair Debbie Hunsaker had a conflict and was unable to attend the Committee Meeting. Vice Chair Rebecca Llewellyn ran the meeting and provided the update.
- Danny Garza agreed to take the SBC position after Paul Guerrero's passing. Paul will be missed.
- Prompt Pay
 - Payment on Minor B needs to go faster. Members suggested that partial payments can be made on Minor B projects so that they do not drag along.

- The Committee plans to make a problem statement that will define all the problems.
 - Change orders needed to be approved fast for SB.
 - There needs to be legislation on faster payment.
- Insurance is a big problem for small businesses.
 - Rebecca Llewellyn's insurance went up to \$100,000 this year. There is no difference in the insurance policy. All other SBs reiterated the same.
- The Committee discussed safety:
 - The blue light technology is being reconsidered. The Committee feels this technology would make a lane closure safer.
- The Committee discussed membership and outreach and needs more small businesses involved in the Construction Committee meetings.

African American DBE Participation Ad Hoc Committee – Chair TBD

- There was a discussion on March 14th, but no official meeting.
- The Committee is currently without a chair.
 - OCR Staff will reach out to SBC council members to attempt to fill this vacancy.
 - Fred Jordan stepped in as Chair at the March 14th meeting.
- There is a need for this committee to continue. (David DeLuz).
- Identify African American firms that are doing work that is compatible with work Caltrans is doing but may not be certified. There are barriers. The Committee should get a list of those firms and get in front of them ASAP. (David DeLuz).

Legislative Report – Danny Yost, Assistant Deputy Director of Legislative Affairs

- Legal Division Staff
 - Jordan Aquino, Division Chief of Legislative Affairs (inaugural incumbent).
 - Clifford Buckner, State Legislation Manager.
 - Lajuene Smith, State Legislation Relations Manager.
 - Angela Madison, Chief of Staff (not present).
- AB 2262
 - This is a “spot bill,” the legislature intends to amend this bill, which is related to the Governor’s Office of Business and Economic Development the Office of Small Business Advocate.
- AB 2030
 - The Small Business Procurement and Contract Act authorizes a state agency to award a contract for goods, services, or information technology with an estimated value of greater than \$5,000 but less than \$250,000 to a certified small business, including a microbusiness and a disabled veteran business enterprise, without complying with certain competitive bidding requirements, if the agency obtains price quotations from 2 or more of those businesses, as specified.
- SB 150

- Equity and contracting provisions are being considered in stakeholder meetings to gather input. There is a great need to upskill the workforce and bring in marginalized people into jobs. The report is due soon to the legislature.
- Questions and Comments:
 - As part of a transportation and development committee, we review all upcoming legislation. There is a lot of activity in terms of equity and engagement in workforce development. There are opportunities to work with local CBOs, education, and communication plans. I am happy to provide support in that arena. (Shari Tavafrashti).

Office of Civil Rights Reports – Aisha Copeland, Office Chief of Outreach and Data Analysis

- Federally Funded Contracts (October 1, 2023-February 29, 2024)
 - DBE Goal of 22.23%
 - Currently at 21.96%
 - DBE Participation of All Divisions (OE, DPAC, DLA & DOTP, Design Build, CMGC): There are 111 total contracts with a total \$1.5 billion award amount.
 - Sub-Continent Asian is 2.06% above the weighted average of 1.32%.
 - Non-minority women are at 5.8% above the weighted average of .09%
 - None-minority men are at .09% of the funds
 - Lower than the disparity but trending higher than usual:
 - African American 1.09% (below, average is 1.44%)
 - Hispanic 9.43% (below, average is 10.01%)
 - SED Groups
 - A&E award dollars \$249 million through February 29th, 2024
 - Above disparity weighted average:
 - Asian Pacific at 6.2%
 - Sub-Continent Asian 4.53%
 - SED Year-Over-Year
 - February 2024, currently at 21.96%
 - This is an 11.31% decrease from 2023.
 - State Contracts – Minor B
 - Through December 31, 2023, total expenditures were \$1 billion.
 - SB participation was at \$336 million, DVBE was at \$20 million.
 - Top SB participation:
 - District 10 - \$14 million
 - D7 - \$45 million
 - D11- \$50 million
 - Top DVBE participation
 - D10 - \$1 million
 - D7 - \$3 million

- D5 - \$1 million
- Minor B Contracts – Through February 2024
 - \$30 million total contract dollars
 - Top Districts:
 - D11 - \$8.8 million
 - D10 - \$3.5 million
 - D12 - \$3.9 million

SBC Topic: Large Group Discussion – David DeLuz

- The purpose of this group discussion was to identify one key goal for the SBC to focus on for the rest of the 2024 year.
- Several ideas were discussed in January:
 - Bonding Assistance Program
 - Clarify Goals on Design Build
 - Prompt Pay
 - SBC Member Commitment/Operating Guidelines
 - This was addressed in the ad hoc committee Taskforce over the past 4 months through monitoring attendance and discussing how to improve participation. (David DeLuz).
- Zeke Patten requested that there be a materials page added to contracts.
 - This does not seem to be a council-wide topic. (David DeLuz).
 - David Prizmich stated that Zeke should send a request regarding what the ask is, to him or David DeLuz, and it will be redirected/addressed as appropriate.
- Rebecca Llewellyn stated that insurance should be added as a potential topic.
- Karen Rollandi, Rebecca Llewellyn, and Eddy Lau all agreed that prompt pay was the most important.
 - Dr. Matthew Ajiake stated that the survey does not account for different interests related to each issue.
 - The Council must work together and discuss priorities. (David DeLuz).
- The Survey was shared via the WebEx Poll with the following options:
 - Bonding Assistance Program
 - Clarify Goals on Design Build
 - Prompt Pay
 - Insurance
 - The Poll collected responses for 1 minute. Of the 14 council members present during the poll, 11 responded.
 - The responses were:
 - Prompt Pay (8 Votes)
 - Insurance (3 Votes)
 - Clarify Goals on Design Build (0 Votes)
 - Bonding Assistance Program (0 Votes)

- Prompt Pay and Insurance were the top suggestions.
- Bonding and insurance can be combined into one topic. The iBank Funds discussed during the Go-Biz update will help address bonding and insurance issues. (David DeLuz).
 - The only potential issue in combining Bonding with Insurance is they may independently have different requirements depending on the type of contract. (David Prizmich).
 - For prompt pay, Caltrans can demonstrate current progress on this issue as well as identify challenges. In addition, Caltrans can outline challenges from the firm's perspective and outline from a departmental perspective. (David DeLuz).
 - Gerard and Jeremy Peterson-Self stated that a problem statement should be drafted.
 - Staff should develop a presentation on this with an accompanying problem statement. (David DeLuz).

New Business

- Business Needs Survey Results – Erin Von Tersch, Manager
 - After the November 2023, SBC meeting, David DeLuz requested that OCR create a Business Needs survey.
 - The survey was sent to 17,898 certified small, disabled veteran, and disadvantaged businesses.
 - As of March 11, about 10,000 opened the survey and about 500 completed it.
 - Of those that completed, 85% were SB, 31% were DBE, and 13% were DVBE.
 - The largest subgroup was woman-owned at 37%, followed by Hispanic at 24%, black-owned businesses at 17%, and Native Americans at 2%.
 - The largest business type reported was Professional Services, with more than 300, (63%) responding. The second largest business type was "Supplier/Procurement," with 143 responses. The smallest business type was Construction, with 125 reporting.
 - Women owners had the largest variance in business type.
 - Hispanic owners had the second largest variance.
 - One hundred and forty-nine, or 30%, reported themselves with an annual gross receipt of \$1 to \$100,000. The second most reported range was \$100,001 to \$500,000 – although it was closely followed by the third most reported category of \$1,000,001 to \$5 million.
 - Question 5 asked the business owners to check all business services they are interested in.

- The highest responses were Prime/Subcontractor Pre-Bid Matching, Networking Opportunities, and Bid Matching.
 - Matchmaking – subcontinent Asian Americans 84%, and African American, LGBTQ, and Asian Pacific at 68%.
 - Networking – LGBTQ+ at 73% and Native American at 67%
 - The Native American subgroup marked pre-bid matchmaking, bid matching, and business development lower than all other subgroups.
 - Variance by Group Business Type
 - Bonding
 - 28% of Construction groups.
 - 12% of Supplier/Procurement groups.
 - Prime/Subcontractor Pre-Bid Match matching
 - 69% of Professional Services groups.
 - 57% of Supplier/Procurement groups.
 - Business Development
 - 11% Professional Services groups.
 - 47% Supplier/Procurement groups.
- Solutions and Improvements
 - OCR will identify challenges based on this data. The recent Caltrans Mentor Protégé Program Rollout enhances technical skills and assists small and disadvantaged businesses.
 - Starting in 2022, Caltrans Construction uses B2GNOW.
 - All SB solicitations are on DGS CalEProcure.
 - Designating Minor B projects of less than \$460,000 for SB only and removing contracting bond req is helping.
 - Caltrans is continuing to review and streamline contracting procedures.
- Caltrans staff will share a written report of this data. A significant number of respondents on this survey were microbusinesses. It's critical that to develop solutions that focus on firms that are engaged in ready to work with Caltrans. (David DeLuz).

Public Comment

- None.

Meeting Adjourned

- Meeting adjourned at 11:52 a.m.

Closing Remarks/Next Meeting – David DeLuz

- May 16th and 17th, 2024
 - Hybrid via WebEx and in-person at the HQ office in Sacramento, CA.

Council Members – Roll Call

- Dr. Matthew Ajjake, San Francisco Bay Area Small Business Council
- Raewyn Butcher, BuildOUT California
- Derek Carroll, Elite Service-Disabled Veteran Owned Business Network (Elite SDVOB Network)
- Arvin Chaudhary, American Council of Engineering Companies - CA
- Lee Cunningham, Women Construction Owners and Executives, CA Chapter
- Karen Rollandi, Women Construction Owners and Executives, CA Chapter
- Bruce Giron, National Association of Minority Contractors, NorCal Chapter
- Danny Garza, La Raza de Roundtable
- Richard Hernandez, San Bernardino Chamber of Commerce
- Johnathan Hou, Asian Business Community Development
- Debbie Hunsaker, Fresno Chamber of Commerce
- Fred Jordan, San Francisco African American Chamber of Commerce
- Eddy Lau, Asian American Architects and Engineers
- Albert Leung, Asian American Architects and Engineers, Southern California
- Dr. Cassandra Little, Fresno Metro Black Chamber of Commerce
- Rebecca Llewellyn, Women Construction Owners and Executives, USA
- Sonia Navarro, California Asian Pacific Chamber of Commerce
- Andrew Neuhaus, American Public Works Association, San Diego
- Trinity Nguyen, Conference of Minority Transportation Officials, NorCal
- Zeke Patten, Black Business Association
- Shari Tavafrashti, WTS International, San Francisco
- Lisa Vela, San Joaquin County Hispanic Chamber of Commerce
- Rich Wallace, Southern California Black Chamber of Commerce