



20TH ANNUAL

DBE & SUBCONTRACTOR CONFERENCE

PRESENTED BY ALASKA DOT&PF, CIVIL RIGHTS OFFICE



THEME: BACK TO BASICS DATES: 03.02 – 03.03

LOCATION: ALOFT HOTEL & VIRTUALLY

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This booklet is available for both virtual and in-person attendees. There are many hyperlinks available in this PDF, please feel free to click around and learn more about our program.

WELCOME

Land Acknowledgement

“The State of Alaska would like to acknowledge that we gather today on the traditional lands of the Dena’ina Athabascans. For thousands of years the Dena’ina have been and continue to be the stewards of this land. It is with gratefulness and respect that we recognize the contributions, innovations, and contemporary perspectives of the upper Cook Inlet Dena’ina.”

DOT&PF Nondiscrimination Policy

The DOT&PF Nondiscrimination Policy statement, *“It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability.”* The link is https://dot.alaska.gov/tvi_statement.shtml.

Code of Conduct

- Demonstrate respect and consideration for all people. Avoid dominating the microphone or airtime. In a virtual meeting, mute audio when not speaking.
- Communicate openly and thoughtfully with others, listen well to others, and be considerate of the multitude of views and opinions that are different than your own.
- Make room for a diversity of voices in group discussions, on panels, and the like.
- Welcome all voices, regardless of whether they participate by video, audio, or other means.
- Facilitators, invite discussion but be sensitive not to pressure those who have not communicated to do so.
- Be respectful in discussing and debating ideas. Demonstrate that differing perspectives are valued—critique ideas, not people.
- Be collaborative. Be mindful not to exert dominance over others. Consider the effect of power differentials in relationships, positions, experiences; ease of communicating by video vs. audio or other means; and other factors to avoid dominance.
- Follow the rules and policies of the venue and/or platform.
- Be mindful of your surroundings and of your fellow participants during an in-person event.

THURSDAY, MARCH 2, 2023

- 8:00am - 8:15am** **Alaska DOT&PF Welcome Message & Breakfast**
Speakers: Wolfgang Junge, Central Region Director
- 8:15am - 8:30am** **AGC Executive Director Remarks**
Speakers: Alicia Amberg, Executive Director, AGC of Alaska
- 8:30am - 8:45am** **DBE Conference Introduction & MentiMeter Round**
Speakers: Aaron Nickols, CRO
- 8:45am - 9:00am** **Civil Rights Officer Manager's Remarks**
Speakers: Rashaud Joseph, CRO Manager
- 9:00am - 9:30am** **DOT&PF Northern Region Updates**
Speakers: Northern Region Staff
- 9:30am - 10:00am** **DOT&PF Southcoast Region Updates**
Speakers: Southcoast Region Staff
- 10:00am - 10:30am** **DOT&PF Central Region Updates**
Speakers: Central Region Staff
- 10:30am - 10:45am** **Morning Break - MentiMeter Activity**
Speakers: CRO Staff
- 10:45am - 11:15am** **AASHTOWare Project (AWP) Updates, Q&A**
Speakers: Christine Langley, AWP Implementation Team
- 11:30am - 12:15pm** **Small Business Administration (SBA) Presentation & Q&A**
Speakers: Randall Miller, Ross McCarthy, Nelida Irvine
- 12:15pm - 1:30pm** **Lunch**
Lunch on your own
- 1:30pm - 2:00pm** **ISER - Workforce Development Study**
Speakers: Dayna Defao, Staci Corey, UAA ISER
- 2:00pm - 2:30pm** **In the Know: Contract Forms & Documentation**
Speakers: Jonathan Weaver, P.E, DOT&PF
- 2:30pm - 2:45pm** **Afternoon Break - MentiMeter Activity**
Speakers: Aaron Nickols, CRO
- 2:45pm - 3:30pm** **CRO Updates, DBE Compliance Q&A, Muni Updates**
Speakers: CRO Staff, and Erica Barry, Muni of Anchorage
- 3:30pm - 4:00pm** **Networking Social - Making Connections & Building Relationships**
Sponsored by: AGC

See you tomorrow at 8:00am!

FRIDAY, MARCH 3, 2023

8:00am - 8:15am	Day Two Welcome & Breakfast Speakers: Rashaud Joseph, CRO
8:15am - 8:45am	Buy America & Buy American: Understanding Material Req Speakers: Jonathan Weaver, P.E. & Mike San Angelo, P.E., DOT&PF
8:45am - 9:30am	Alaska PTAC: Capability Statements Speakers: Jody King, Alaska PTAC
9:30am - 9:45am	AGC Membership Invitation Speakers: Clare Kreilkamp, AGC
9:45am - 10:00am	Morning Break - MentiMeter Activity Speakers: Aaron Nickols, CRO
10:15am - 11:15am	Prime Numbers - Becoming a DBE Prime Speakers: Amie Somer, Tutka, LLC & Shawn Trasky, CEC, LLC
11:15am - 11:45am	National Electric Vehicle Infrastructure (NEVI) Speakers: Josi Hartley, AEA/DOT&PF Panel
11:45am - 1:00pm	Lunch Lunch on your own
1:00pm - 1:30pm	Anchorage & Fairbanks International Airports DBE Opportunities Speakers: ANC & FAI Panel/Staff
1:30pm - 2:30pm	Subcontracting from a Strong Foundation Speakers: Andrea Canfield & Stoel Rives
2:30pm - 2:45pm	Afternoon Break - MentiMeter Activity Speakers: Aaron Nickols, CRO
2:45pm - 3:15pm	2023 Tax Time Updates - SBDC Presenter/Partner Speaker: Rachel Mohns; BDO, USA
3:15pm - 4:15pm	Concrete Connections Networking Sponsored by: AGC of Alaska

Thank you so much for joining us at this year's conference!

**PLEASE FILL OUR POST
CONFERENCE SURVEY!**

Link: <https://arcg.is/10Keuu>



ALASKA DOT&PF OVERVIEW

The Alaska Department of Transportation and Public Facilities (DOT&PF) is responsible for the safe and efficient operation of an extensive transportation system that supports social mobility, commerce, industry, and economic growth.

DOT&PF's Mission Statement – *Keep Alaska Moving through Service and Infrastructure.*

Impact:

- DOT&PF serves every Alaskan, every day.
- DOT&PF provides a safe and efficient transportation system for Alaska to thrive.
- DOT&PF provides Alaskans with access to goods, services, and economic opportunities to each other and the world.

Core Values:

- Integrity: Doing the right thing even when no one is watching. Doing what you say you are going to do.
- Excellence: Commitment to continually improve.
- Respect: Positive regard for customers, stakeholders, investors, and colleagues.

DOT&PF's Vision Statement

Moving beyond Alaska's challenges while meeting Alaskans' distinct transportation needs through trust, teamwork, and results.

Alaska DOT&PF oversees:

- 237 airports;
- 9 ferries serving 33 communities;
- Over 5,600 miles of highway;
- and, 839 public facilities throughout the state of Alaska.

DOT&PF Divisions:

- Administrative Services
- Alaska Marine Highway System (AMHS)
- Aviation & Airports
- Civil Rights/Disadvantaged Business Enterprises
- Office of the Commissioner
- Facilities Services & Leasing
- Maintenance & Operations: Roads & Airports
- Measurement Standards & Commercial Vehicle Compliance
- Program Development
- State Equipment Fleet
- Statewide Design and Engineering Services



Department of Transportation & Public Facilities
PO Box 112500 (mailing)
3132 Channel Drive
Juneau, Alaska 99811-2500

CIVIL RIGHTS OFFICE OVERVIEW



The Civil Rights Office (CRO) of the DOT&PF is responsible for implementing, administering, and monitoring the DOT&PF's civil rights and affirmative action programs.

The CRO has qualified personnel on staff to effectively implement the civil rights and affirmative action programs as required by 23 CFR 200.9 (b)(1) and (2). The Manager of the CRO reports to the Division Director, who has an established line of communication with and access to the Commissioner, in accordance with 23 CFR 200.9 (b)(1).

Committed to equality in transportation service

The Civil Rights Office is committed to ensuring equal opportunity for all businesses and personnel on Alaska Department of Transportation and Public Facilities (DOT&PF) projects. It is the policy of the Alaska Department of Transportation and Public Facilities (DOT&PF) that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability, regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Association and State of Alaska funds.

Title VI of the Civil Rights Act of 1964

"Simple justice requires that public funds, to which all taxpayers of all races [colors, and national origins] contribute, not be spent in any fashion which encourages, entrenches, subsidizes or results in racial [color or national origin] discrimination." -John F. Kennedy

Our Mission is to "Keep Alaska Moving through service and infrastructure."

The Civil Rights Vision is to ensure transportation services are provided in a non-discriminatory manner.

Programs:

- Disadvantaged Business Enterprise (DPE) Program
- Alaska Unified Certification Program (AUCP)
- On-The-Job Training Program (OJT)
- Title VI of the Civil Rights Act of 1964 & Environmental Justice

Keep in touch with us!

Website: <https://dot.alaska.gov/cvlrts/>

2200 E. 42nd Avenue
Anchorage AK 99508
907-269-0851 Main Line
907-269-0847 Fax



MEET THE CIVIL RIGHTS OFFICE STAFF

Rashaud Joseph, CRO Manager

Responsible for overall Civil Rights Programs implementation and reporting to Federal Highway Administration, Federal Aviation Administration, and Federal Transit Administration for Alaska DOT&PF. Overall supervision of the Civil Rights Office Staff.

☎ Phone: 907-269-0848

✉ Email: rashaud.joseph@alaska.gov

Sarah Starzec, Contract Compliance Officer and DBE Certification Officer

Contract Compliance: Responsible for overseeing contractors' Equal Employment/Affirmative Action, Disadvantaged Business Enterprise, On-the-Job Training, and Wages/Payroll compliance in all Alaska Department of Transportation federally-funded construction projects. Evaluates and collaborates with the Department staff for meeting the Department's DBE goals. Verifies and determines contractor's Good Faith Efforts documentation.

DBE Certification: Administers the DBE certification program by coordinating functions between Alaska Unified Certification Program Members, DBEs, and various agencies representing minority or women owned, small or disadvantaged businesses. Oversees certification outreach, processing of DBE applications, and annual reviews.

☎ Phone: 907-269-0845

✉ Email: sarah.starzec@alaska.gov

Ann Pham, DBE Certification Specialist

Assists businesses with navigating the DBE certification process. Review, analyze, and validate new applications and performs annual reviews.

☎ Phone: 907-269-0853

✉ Email: ann.pham@alaska.gov

Angelo Tutaan, DBE Certification Specialist

Assists businesses with navigating the DBE certification process. Review, analyze, and validate new applications and performs annual reviews.

☎ Phone: 907-269-4812

✉ Email: angelo.tutaan@alaska.gov

Aaron Nickols, Business Development & OJT Program Manager

Administers the DBE and OJT Support Services programs, working with contractors bidding on Alaska Department of Transportation and Public Facilities projects.

☎ Phone: 907-269-0850

✉ Email: aaron.nickols@alaska.gov

MEET THE CIVIL RIGHTS OFFICE STAFF

Zhenia C. Peterson, Civil Rights & Compliance Specialist I

Assists businesses with DBE and OJT Support Services. Review, analyze and validate 50% reimbursement applications, apprentice hours, and performs QARs.

☎ Phone: 907-269-0844

✉ Email: zhenia.peterson@alaska.gov

Timothy Moses, DBE Contract Compliance Specialist

Evaluates and collaborates with the Department, and establishes project Disadvantage Business Enterprise (DBE) goals. Reviews and verifies Good Faith Efforts (GFE). Conducts EEO Contract Compliance Reviews.

☎ Phone: 907-269-0854

✉ Email: timothy.moses@alaska.gov

Robespierre Howard, Title VI Specialist, ADA Officer

Performs audits of ADOT&PF programs and sub-recipients of federal assistance funds based on Title VI of the Civil Rights Act of 1964. Reviews Environmental Documents for compliance with Title VI of the Civil Rights Act of 1964 and the Environmental Justice Executive Order. Provides technical assistance, oversight, and training of ADOT&PF personnel and Federal Highway Administration sub-recipients on Title VI requirements and compliance.

☎ Phone: 907-269-0852

✉ Email: robespierre.howard@alaska.gov

Jennifer Rackliff, Research Analyst II

Provides research and data analysis for EEO, Title VI, DBE, and OJT Programs and works with contractors and the Federal Highway Administration, Federal Aviation Administration, and Federal Transit Authority on numerous aspects of reporting. Responsible for the development and maintenance of CRO data processing systems.

☎ Phone: 907-269-0846

✉ Email: jennifer.rackliff@alaska.gov

Natalia Fricke, Research Analyst I

Administers support to the Title VI Specialist and focuses on ADA research,

☎ Phone: 907-269-0851

✉ Email: natalia.fricke@alaska.gov

Taylor White, Administrative Assistant II

Provide administrative support to the Civil Rights Office.

☎ Phone: 907-269-0715

✉ Email: taylor.white@alaska.gov

WHY DID THE FEDERAL GOVERNMENT IMPLEMENT DBE PROGRAM?

Background

The Department of Transportation (DOT) is dedicated to serving our community, including those businesses contracting with state agencies and recipients of DOT funds. The Department's Disadvantaged Business Enterprise (DBE) program is designed to remedy ongoing discrimination and the continuing effects of past discrimination in federally-assisted highway, transit, airport, and highway safety financial assistance transportation contracting markets nationwide. The primary remedial goal and objective of the DBE program is to level the playing field by providing small businesses owned and controlled by socially and economically disadvantaged individuals a fair opportunity to compete for federally funded transportation contracts.



DOT's Operating Administrations distribute substantial funds each year to finance construction projects initiated by state and local governments, public transit and airport agencies. DOT has the important responsibility of ensuring that firms competing for DOT-assisted contracts for these projects are not disadvantaged by unlawful discrimination. The Department's most important tool for meeting this requirement has been its DBE program, which originally began in 1980 as a minority/women's business enterprise program established by regulation under the authority of Title VI of the Civil Rights Act of 1964 and other nondiscrimination statutes that apply to DOT financial assistance programs.

The DBE program was reauthorized by Congress several times since its inception; most recently in the Infrastructure Investment and Jobs Act, Pub. L. 117-58, November 15, 2021, 135 Stat. 429 (23 U.S.C. 101 note), Also known as the Bipartisan Infrastructure Law (BIL). The Act describes Congress's findings regarding the continued need for the DBE program due to the discrimination and related barriers that pose significant obstacles for minority and women-owned businesses seeking federally-assisted surface transportation work.

To meet the stated 8 objectives of the DBE Program Regulation, recipients of DOT funds must develop and implement a DBE program that conforms to DOT standards set forth in 49 CFR Part 23 (for airport concessionaires) and 49 CFR Part 26. The integrity of DOT's DBE program depends upon systematic procedures to ensure that only bona fide small firms, owned and controlled by a socially and economically disadvantaged individual(s), are certified to participate as DBEs in DOT federally assisted programs. The DOT DBE Regulations 49 C.F.R. Part 23 and 49 C.F.R. Part 26 place primary responsibility for the certification process upon State Transportation Agencies.

ALASKA CIVIL RIGHTS OFFICE DBE PROGRAM OVERVIEW

The main objectives of the DBE Program are:

- To ensure that our contractors comply with DBE laws and requirements.
- To ensure that DBEs can compete fairly for federally funded transportation-related projects.
- To ensure that only eligible firms participate as DBEs.
- To assist DBE firms in competing outside the DBE Program.

DBE applicants must meet these criteria:

- Business status, including size
- Social & economic disadvantage
- Ownership
- Independence
- Management and control

DBE Program Support Services:

Support Services are available to certified DBE firms. These services are provided to improve and maintain the business capabilities of DBE businesses and to assist them to be more competitive in their work on FHWA-assisted projects.

- DBE support services department
- technical training opportunities to enhance your business operations
- DBE reimbursement program
- Free business networking and consultation
- USDOT short term lending program

DBE helpful resources:

- [49 CFR Part 26](#)
- [Alaska Small Business Development Center](#) - Assistance on business issues
- [NAICS Maintenance](#) - Searches for NAICS/SIC codes and size standards
- [Procurement Technical Assistance Center \(PTAC\) of Alaska](#) - Assistance on Government Contracting
- [Small Business Administration \(SBA\)](#)
- [US DOT Office of Small Disadvantaged Business Utilization Mainpage](#) - US DOT Office of Small and Disadvantaged Business Utilization with links to current events, contract opportunities, and regulations.
- [US DOT Office of Small Disadvantaged Business Utilization DBE Program](#) - Federal DBE Program with links to regulatory issues, program information, and administrative guidance.
- Become a [DOT&PF AASHTOWare Project Vendor](#)

SUPPORT SERVICES FOR DBE'S

50% DBE Reimbursement Program

This application covers eligible expenses from **October 1, 2022 to September 30, 2023**. This year the amount is up to \$2,500.00. Remember this covers 50% of each acceptable purchase.

To ensure that we can process your application as efficiently as possible, please provide the following:

- Documents outlining which charge you're interested in having reimbursed;
- Receipt of the purchase;
- Supporting documents of the purchase which match the receipt;
 - The supporting documents must include the business credit card statement which identify the account owner, financial institution name and logo.
- Financial documents submitted as supporting documentation, that contain other information that is not relevant to the requested reimbursement may be redacted and or removed at the applicant's discretion.

Ideas of purchases to submit for reimbursement:

- Relevant business trainings/conferences:
- Memberships:
 - AGC Membership
 - Relevant to your work
- Hourly assistance:
 - QuickBooks
 - Tax specialists and or accountants
 - Website maintenance
- And more!

If you're not sure if something is reimbursable, please reach out and confirm with our office prior to submitting the documents.

Link to form: <https://dot.alaska.gov/cvlrts/forms/2023-DBE-Support-Services-Reimbursement-Application.pdf>

**** Application approval is at the sole discretion of Alaska DOT&PF CRO DBE Business Development Office****

Submit completed application to:

Mail: Alaska DOT&PF Civil Rights Office
Attn: DBE Business Development Office
P.O. Box 196900
Anchorage, AK 99519-6900

Email: zhenia.peterson@alaska.gov

Phone: 907-269-0850 **Fax:** 907-269-0847

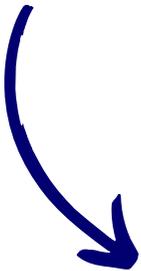
SUPPORT SERVICES FOR DBE'S

ARE YOU SUBSCRIBED TO OUR
QUARTERLY TRANSPORTER
NEWSLETTER?



Our quarterly newsletter provides vital information for all DBEs including updates to our office, new DBE Firms, news and opportunities for all DBEs and so much more! If you are not receiving our quarterly newsletter, please email Zhenia at zhenia.peterson@alaska.gov.

HAVE YOU SEEN OUR NEW AUCP DBE DIRECTORY?



DBE Directory Filter

Search by Certification Type: Airport Concessionaire Disadvantaged Business Enterprise (ACDBE)
 Disadvantaged Business Enterprise (DBE)

Enter Vendor Name (Full or Partial):

Work Location (Region):

Select the NAICS Code:

Select the Work Category:

Professional Services Only

With the transition to AASHTOWare (AWP) our office has changed our record keeping process. If you have any questions, please reach out to Sarah Starzec directly at sarah.starzec@alaska.gov.

NEW CHANGES & UPDATES TO THE DBE PROGRAM

DID YOU PROVIDE COMMENTS FOR THE DBE/ACDBE NOTICE OF PROPOSED RULEMAKING?



As part of the Federal government’s commitment to advancing equity and ensuring access to contracting opportunities, the Biden-Harris Administration and the U.S. Department of Transportation (USDOT) issued a Notice of Proposed Rulemaking (NPRM) to modernize the Disadvantaged Business Enterprise (DBE) and Airport Concession DBE (ACDBE) program regulations. The comment period was from July 21-October 31, 2022.

Some of the proposed updates to the DBE and ACDBE program regulations will include:

- Increasing the personal net worth (PNW) limit from \$1.32 million to \$1.6 million and excluding retirement assets from PNW calculations.
- Amending overly prescriptive ownership and control certification eligibility requirements.
- Simplifying the interstate certification process.
- Formally adopting COVID-19 flexibilities such as virtual on-site visits.
- Reducing reporting requirements for some Federal Transit Administration funding recipients.
- Empowering certified firms to better market themselves to prime contractors via expanded State directories.
- Helping more small businesses participate in Federal Aviation Administration-assisted airport projects by requiring airports to proactively remove obstacles and adopt more race-neutral strategies.
- Strengthening prompt payment monitoring and oversight requirements to help ensure that DBEs in all subcontracting tiers are promptly paid.

Interested in reading the submitted comments or learning more?

- [DBE/ACDBE Notice of Proposed Rulemaking \(NPRM\)](#)

“For far too long, small and disadvantaged businesses have faced discrimination that costs them economic opportunities,” said U.S. Transportation Secretary Pete Buttigieg. *“These critical updates would help ensure that small and disadvantaged businesses continue to have a fair chance to compete for federally assisted contracts.”*

2022 ACCOMPLISHMENTS & OVERVIEW

Alaska DBE Program wrapped up 2022 at a DBE utilization rate of 9.49%, exceeding the annual goal of 8.28% by 1.21%. Our office is part of the 7 entirely race-neutral programs in the country! A huge thank you to our internal staff and all of you, our partners in helping to make the DBE program a success.



Additional 2022 accomplishments include:

- Welcomed 30 new DBE Firms
- Processed 27 50% DBE Reimbursements
- Hired a new Research Analyst II
- Held the 2022 DBE Conference
- Attended all three Regional Spring Fling Conferences
- Completed the DBE FAA Goal Methodology
- Gave input to the New Proposed Rule Making for DBE/ACDBE Regulation
- Attended, spoke and tabled at Alaska General Contractors Conference
- Completed 8 CCRs on-site visits
- Transitioned to using AASHTOWare (AWP) System
- Attended numerous conferences and held over 20+ meetings with stakeholders, partners, etc.

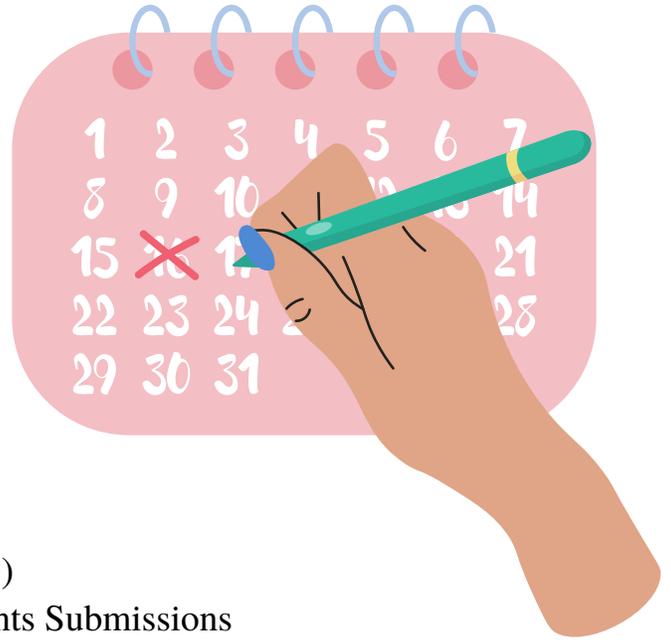
What we're looking to do in 2023:

- Completing the Triennial DBE Goal Methodology due on August 1
- 12 CCRs
- Alaska Construction Career Day
- Continued transitioning to AASHTOWare

IMPORTANT DATES TO REMEMBER

Federal Fiscal Year breakdown:

- October 1: Start of Federal Fiscal Year
- October-December: Quarter 1
- January-March: Quarter 2
- April-June: Quarter 3
- July-September: Quarter 4
- September 30: End of Federal Fiscal Year



Civil Rights Office important dates:

- January 1: Bidder Registration Due
- March: Annual DBE & Subcontractors Conference
- April-October: Contract Compliance Review
- August 1: Triennial DBE Goal Methodology (2023)
- October 1-September 30: 50% DBE Reimbursements Submissions
- Once a year: Annual No Change Declaration Packet Submission

What is the Bidder Registration?

All firms are required to submit a Bidder's Registration form before an Alaska Department of Transportation and Public Facilities (DOT&PF) project can be awarded. The Bidder Registration form must be submitted to the Civil Rights Officer (CRO) on an annual basis beginning January 1 and is valid thru December 31. Firms will be listed on the [bidder registration online directory](#).

What is a Contract Compliance Review (CCR)?

If a contractor is selected for the CCR, our office will provide written notification and forward the following documents: Initial Letter, CCR Checklist, Utilization Report, Sample Employee List, FHWA 1273, Women and Minority Organization List, Required Postings, Federal EEO Bid Condition. The onsite visit will be scheduled during the peak employment time, which holds the greatest potential for employment and promotion of minorities and woman.

What is the 50% DBE Reimbursement Form?

Our offices invites DBEs to submit a reimbursement every Federal Fiscal Year of qualified purchases made by your business. Applications are processed on a first come, first served basis and are date stamped by the CRO. Please complete the application and submit the supporting documents.

What is the Annual No Change Declaration Packet?

The purpose of the annual declaration is to verify your firm's continued eligibility in the program and identify changes that may affect Disadvantaged Business Enterprise (DBE) and Airport Disadvantaged Business Enterprise (ACDBE) certification. This information is required to maintain DBE/ACDBE certification with the Alaska Unified Certification Program (AUCP).

- [Annual No Change Declaration Packet](#)
- [Annual No Change Declaration Packet for ANCs](#)

THANK YOU TO THE FOLLOWING FOLKS:



Alaska Small Business
Development Center
UNIVERSITY of ALASKA ANCHORAGE



APEX
ACCELERATORS



ALASKA
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AUTHORITY



