

Transporter

Civil Rights Office Newsletter

April—May—June 2006, Volume VI, Issue 2

Alaska Unified Certification Program Annual Meeting

The Civil Rights Office (CRO) of the Alaska Department of Transportation & Public Facilities (ADOT&PF) held the third annual meeting of the Alaska Unified Certification Program (AUCP) on March 6, 2006 in Fairbanks and March 8, in Anchorage.

Mayor Mark Begich provided the opening remarks for the Anchorage meeting. Mayor Begich explained the importance of entrepreneurs in the community, shared his personal work experiences as a small business owner, and talked about some of the

roadblocks encountered by his wife while she was trying to build her own business and establish her own credit history. The Mayor also emphasized that risks and failures are sometimes needed in order to become successful as a small business owner.

Mayor Begich went on to say that the small business owner should always be looking for ways to improve all areas in their business by taking advantage



of the free workshops and meetings offered by the Civil Rights Office.

The speakers for this years' topic on Diversified Funding were Sam Mazzeo, Northern Alaska Business Banking Manager with Wells Fargo in Fairbanks, and Jim Pohlman, Area Director, USDA Rural Development Manager, Fairbanks. Reid Bowman, Assistant Vice President, Key Bank; Kyle Hanson, Vice President/Senior Business Relationship Manager, Wells Fargo; Mike Orr, Vice

(Continued on page 2)

In This Issue

AUCP Annual Meeting	1
Goodbye and Best Wishes	3
Annual EEO Report Reminder	4
What's Happening in Washington	4

Procurement Link	6
Upcoming Events	8
Notes and News About Certification	9
Civil Rights Office—Staff Members.....	10

It is the policy of the Alaska Department of Transportation to ensure compliance with Title VI of the Civil Rights Act of 1964; 49 CFR, Part 26; related statutes and regulations to the end that no person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation on the grounds of race, color, sex, age, disability or national origin.



Transporter is a publication of the Alaska Department of Transportation & Public Facilities
Civil Rights Office

Manager: Jon Dunham | Editor: Beckie M Oliva

Send comments to: beckie_oliva@dot.state.ak.us



President, Financial Inc.; and Hugh Wade, Assistant Vice President, First National Bank, were the speakers in Anchorage. Each of the presenters offered their companies' perspective on the importance of the relationship between the lender and the client in order to develop a financial plan that would help the business owner forecast their financial future.

Procurement Technical Assistance Center (PTAC) was represented by Mary Sheehan, Director of the Fairbanks office, and Robert Brunett, Government Contract Specialist in the Anchorage office. PTAC representatives gave an overview of their program and services offered such as providing assistance, education, and resources to businesses in search of government contract opportunities.

"Marketing Your Business" was presented by Professor Lily Dong, Assistant Professor of Marketing, UAF, and Scott Swingle, Marketing and Outreach Specialist, Small Business Administration, in Fairbanks. For the Anchorage meeting, a panel consisting of Deb Daisy,

Director, Anchorage UAA Small Business Development Center; Lori Davey, owner of Motznik Information Services; and Terry Webb, President/CEO, Arrowhead Environmental Services, was facilitated by Ouida Morrison, EEO Manager, Alaska Railroad Corporation. Based on their own experiences, representatives

in both locations gave invaluable tips on how to establish and grow a small business that worked or did not work for them. Both panels discussed ways for the small business owner to advertise their business and how to locate vital opportunities with minimal effort and without having to invest a huge amount of money.

Kelly Layman, Account Executive, Alaska USA Insurance Brokers/Bonding, and Suzan Miller-Garrison, Owner, Miller Insurance Associates, in Anchorage, discussed the importance of Bonding and choosing the right insurance for the small business owner, so that they will be able to protect the assets that they have worked so hard to build. Ms. Miller



gave an overview on Commercial General Liability and Workers Compensation Insurances.

Robby Capps, 2006 President of the Associated General Contractors of Alaska (AGC) and Vice President and Partner of F&W Construction Company, Anchorage and Dennis Olson, Project Manager with Exclusive Paving in Fairbanks, gave the audience a "blueprint" of how to read and visualize a project from beginning to end. Their description of the entire process gave the business owner the necessary skills to be able to present the best estimation and/or bid to achieve success in getting the next job.

Because of the recent Ninth Circuit decision, *Western States Paving Co. v. Washington Department of Transportation*, 407 F.3d 983

(Continued on page 7)



Goodbye and Best Wishes

I wanted to take this opportunity to say goodbye to all of the DBE firms I have had the pleasure of working with over the last 22 years while employed by the Civil Rights Office (CRO). After 33 years of service to the State of Alaska, on March 31, I am retiring and will move to Olympia, Washington, shortly thereafter.

The best part of my job with the CRO has always been the opportunity to meet the DBE owners and to get to know them and their families. I have followed your ups and downs throughout the years, and have heard many happy stories about your families including the birth of children, high school or college graduations, and marriages. I have also been saddened by news of the loss of your loved ones. Although we have nearly 300 certified DBE firms, many times I have impressed co-workers with my ability to instantly recall the names of DBE owners and details about their business just by the mention of their business name. I guess that is one of the special abilities I possess.

Which leads me into a message I would like to pass on to all DBE firms.



If asked to give any advice at all to DBE firms I would tell them that some of the most important aspects of their business operation is the way they present themselves to the public, the way they market their business, and the way they perform their work. Always remember that first impressions are lasting impressions. As a business owner, you, more than anyone else can describe the service or product that you wish to deliver. You need a good marketing plan in order to promote your business and to acquire the work that you are seeking to perform.

Because the Alaska Department of Transportation & Public Facilities is presently setting DBE participation goals at zero on all construction projects and eliminating DBE participation points for professional service agreements, due to guidance from the US Department of Transportation, it is more important than ever for you, as a small business owner, to get the word out about your business capabilities.

I wish each of you the best of luck as you continue to grow and prosper as a DBE and want to thank all of you for making my job with the CRO rewarding and memorable.

Sincerely,

Eileen Oliver
Certification Supervisor,
Retired



Annual EEO Report Reminder

This is just a reminder that the Annual Equal Employment Opportunity (EEO) Report for all Federal Highway Administration (FHWA) funded projects that have workforce activity during the last full pay period in July 2006 will be required again this year. This is the pay period that ends July 31st. This report is required for **all** contractors. This report should include the number of *employees* **NOT** the number of workforce *hours* for the specified time period. Please remember to report on FHWA projects only. Please do not report on any other type of project (Federal Aviation

Administration or Municipality of Anchorage, etc.). **This completed report must be received by the Civil Rights**



Office no later than August 22, 2006. The report and instruction

sheet will be distributed to the contractors through the regional project engineers.

If you have any questions or need assistance, please contact Mary Caterinichio in the Civil Rights Office at:

Phone: 907-269-0846

Or

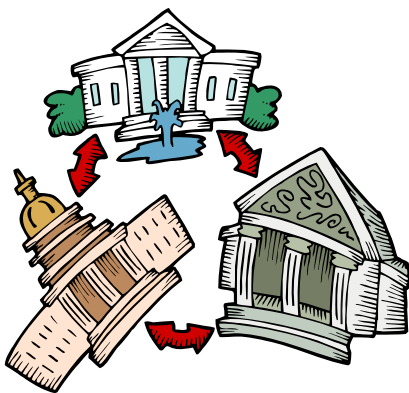
Email:

mary_caterinichio@dot.state.ak.us

*Contributed by: Mary Caterinichio
Statistical Technician, CRO*

What's Happening in Washington

A lot of legislation passed in Congress goes unnoticed, primarily because Congress passes a lot of legislation! Do you know what laws have passed relative to civil rights or transportation issues in the past year? I didn't, so I decided to find out.



I found this website called Thomas, which is the Library of Congress site for legislative information. The address is:

<http://thomas.loc.gov>

Launched in 1995, this website can tell you practically anything you might want to know about federal legislation. You can read what happened on the Senate floor yesterday, or you can check out what bills your representative has sponsored. While useful, researching this website will take time, given how much information it holds. You are

very busy people, and while you may be interested in what this website has to offer, you may not have time to research relevant issues. Therefore, I will share some of the laws passed this past year relative to civil rights and transportation I discovered in my search:

On June 27, 2005, Congress decided to commemorate the upcoming 50th anniversary of the desegregation of Little Rock Central High School with a new, limited edition \$1 coin. These coins will be minted in 2007, to coincide

(Continued on page 5)

with the anniversary occurring in September, 2007.

The event marked by this anniversary was the first real test of the Supreme Court



decision in *Brown vs Board of Education*, where segregation of public schools was deemed unconstitutional. In 1957, 9 African American students began attending Little Rock Central High School, under strong opposition. This act became a landmark within the civil rights movement, so much so that Martin Luther King Jr attended the 1958 graduation ceremony for this high school.

On November 11, 2005, Congress decided to honor Rosa Parks in 2 different ways. A statue of her will be permanently located in the National Statuary Hall of the US Capitol Building, and the Federal Building in Detroit Michigan will be now known as The Rosa Parks Federal Building.

On December 22, 2005, Congress passed the Native American Housing Enhancement Act of 2005. This act is designed to address the severe housing needs Native Americans face by amending the Housing Act of 1949 to give Indian tribes preference for housing programs. As a result, Indian tribes are exempt from Title VI and Title VIII of the Civil Rights Act of 1964.

Transportation issues have not been neglected during this current legislative session. In fact, a very large transportation bill passed through Congress this year: SAFETEA-LU, or Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users. Discussing the entire package would take several pages, so I have just included some highlights:

Several pieces of this act relate specifically to Alaska. Alaska, along with Tennessee, will undertake pavement marking system demonstration projects (1907). Alaska will also participate in another pilot project, along with Wisconsin, Minnesota and 3 other states to be determined. In this second

project, states will use up to 33% of their FHWA (Federal Highway Administration) formula grants to cover the operating costs associated with the transportation needs of elderly and disabled individuals (3012). A third project involves Alaska, Washington and New Jersey, all who have Marine Highway Systems. These states will receive certain amounts of money for construction projects relating to ferry boats, ferry terminals, and approaches within marine highway systems (1801).

SAFETEA-LU doesn't just cover specific transportation projects; several pieces of the act have a civil rights orientation too. Two issues in particular stood out for me:

(Continued on page 6)





Project/Procurement information for the Alaska Department of Transportation and Public Facilities can be viewed at the following web address. There is information on current projects as well as proposed projects for the upcoming year:

<http://dot.alaska.gov/procurement/index.shtml>

Also on the Civil Rights Office Links Web Page under Procurement — links to the Alaska Unified Certification Program Members' procurement pages:

<http://www.dot.state.ak.us/cvlrts/links.shtml>

***If you have
a Tidbit or article
You would like to contribute
please contact:
Civil Rights Office
907-269-0851 or 1-800-770-6236
Email: beckie_oliva@dot.state.ak.us***



*What's Happening in Washington
(Continued from page 5)*

Section 1920 “Expresses the sense of Congress that federal transportation projects should encourage collaboration between” groups, governmental agencies, and other interested parties who want to improve job skills for low- income individuals “to help leverage (1) scarce training and community resources, and (2) ensure local participation in the building of transportation projects.”

Such language is important to include in this type of

legislation, but even more important to include are more specific policy statements, such as ones found in Section 1951:

“Directs the Secretary, acting through the Minority Resource Center, to provide assistance in obtaining bid, payment, and performance bonds by Disadvantaged Business Enterprises (DBEs)”. The section further directs money to be allocated for this program for the next 4 years.

As the programs featured in SAFETEA-LU unfold in the months and years to come, take a moment to check out the Thomas website, and inform yourself on what's happening in Washington. You will learn something new, and gain a better understanding of the legislative process.

*Contributed by: Stacy Seibert
Compliance Officer, CRO*

(9th Cir. 2005), a special session of panel members including: Jon Dunham, Manager, Alaska Department of Transportation, Civil Rights Office; Ouida Morrison, EEO Manager, Alaska Railroad Corporation; John Alexander, EEO, Municipality of Anchorage; Beckie Oliva, Support Services Coordinator, Alaska Department of Transportation, Civil Rights Office; Carolyn Yurkovich, General Services Manager/General Services Department, Fairbanks North Star Borough; and Christine Whitehead, External Program Manager, Civil Rights Office, FAA, Renton Washington, held discussions at both locations regarding the future of the Disadvantaged Business Enterprise program. The Ninth Circuit decision states, in part, that state transportation agencies are not allowed to set race-conscious goals unless those agencies can show sufficient evidence of local discrimination.

The 2006 AUCP meetings wrapped up with AUCP members having their annual meeting to discuss continued cooperation and future collaboration among the AUCP members in Anchorage, Mat-Su, Fairbanks, and throughout the state of Alaska.

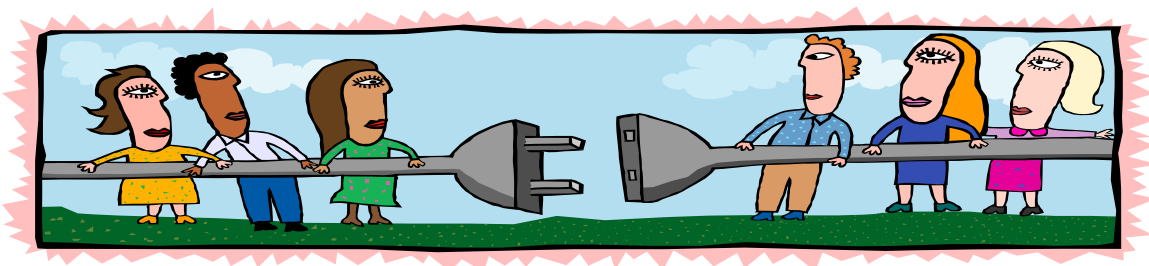


The AUCP meetings provide a great opportunity for DBE firms to gain additional information about the DBE program; meet the staff of the Civil Rights Office; meet other DBE firms; network with other agencies and contractors; and learn about opportunities and training to help further the success and growth of the small business and its owner.

The CRO would also like to take this opportunity to express our appreciation to Jennifer M. Towler, Fairbanks Branch Manager, Associated General Contractors of Alaska, for her assistance in securing the use of the AGC conference room in Fairbanks and providing coffee. Mary Sheehan, PTAC, provided the pastries in Fairbanks and Ouida Morrison, with the Alaska Railroad, helped provide snacks for the Anchorage meeting. Thanks to all of you!

The CRO is already planning the AUCP meeting for 2007 and is soliciting recommendations for topics to cover during that meeting. If you have ideas on how we can better serve your needs, please e-mail your comments or recommendations to Linda Babb, our Unified Certification Program Liaison, at linda_babb@dot.state.ak.us. You can also reach Linda by calling (907) 269-0852.

*Contributed by: Linda Babb
AUCP Coordinator, Civil Rights Office*



UPCOMING EVENTS & TRAINING OPPORTUNITIES

ALL THESE EVENTS ARE **FREE** AND OPEN TO THE PUBLIC

April—May—June 2006

- ✓ **April 6, 2006—8:30 am - 11:30 am**
Certification Overview: 8(A), SDB, HUBZone, AUCP DBE Programs

Description: Requirements for certification in the various programs will be discussed.

Location: SBDC Training Room
430 W 7th; Anchorage

Reservations: Call 274-7232

- ✓ **April 19, 2006—9:00 am - Noon**
10 Step Approach to Government contracting

Description: How to register in government databases, understanding “government speak,” and locating vital opportunities to make your business a success.

Location: University Center, Room 145
Anchorage

Reservations: Call 274-7232

- ✓ **April 20, 2006—11:00 am - 7:30 pm**
Anchorage Chamber of Commerce Business Expo 2006 and Procurement Seminars

Description: A series of procurement seminars focusing on educating small business on requirements involved with doing business with Anchorage’s largest corporations and the government. Business will also be showcasing their products and services.

Location: Egan Civic & Convention Center
555 W 5th Ave, Anchorage

Information: www.anchoragechamber.org or
[email:events@anchoragechamber.org](mailto:events@anchoragechamber.org)

- ✓ **April 20, 2006—1:30 pm**
Meet-the-Agency: Eielson AFB 354th Contracting Squadron

Description: Learn what the Air Force purchases, how they buy it, and where to locate opportunities.

Location: AGC
3750 Bonita St, Fairbanks

Reservations: Call 456-7232

- ✓ **April 25, 2006—2:00 am - 5:00 am**
Certification Overview: 8(A), SDB, HUBZone, AUCP DBE Programs

Description: Requirements for certification in the various programs will be discussed.

Location: AGC
3750 Bonita St, Fairbanks

Reservations: Call 456-7232

- ✓ **May 17, 2006—9:00 am - Noon**
10 Step Approach to Government contracting

Description: How to register in government databases, understanding “government speak,” and locating vital opportunities to make your business a success.

Location: University Center, Room 145
Anchorage

Reservations: Call 274-7232

- ✓ **June 28-30, 2006**
7th Annual DOE Small Business Conference

Location: Seattle Convention Center
Seattle, Washington

Information: <http://www.smallbizconference.com>





Notes & News About Certification



Newly Certified Firms

➤ **A1 Industrial Machine & Welding** **Anchorage, Alaska**

Line of Work:

Construction: Campground/Roadside/Trail Appurtenances, Demolition of Structures, Exterior Buildings—Painting/Sandblasting/Sealants, Fencing, Iron Products, Millwork, and Steel Reinforcing/Installation

➤ **Accurate Conveyor** **Bristol, Connecticut**

Line of Work:

Construction: Conveyor System Installation

Consultant: Business Services—Materials Management Consulting Services, Logistics Management Consulting Services

➤ **Coldfoot Environmental Services Inc** **Anchorage, Alaska**

Line of Work:

Construction: Demolition of Structures, Earthwork—Site Work, Hazardous Material Removal/Remediation

Consultant: Engineering/Economic Analysis, Hazardous Materials Investigation/Remediation, and Hazardous Materials Testing

➤ **Dihthaad Global Security LLC** **Anchorage, Alaska**

Line of Work:

Construction: Camp Facilities; Campground/Roadside/Trail Appurtenances; Carpentry—Finish and Rough/Framing; Clearing-Manual; Clearing/Grubbing-Mechanical; Concrete—Cast-in-Place, Curb/Gutter/Sidewalk, Cutting/Coring/Sawing, Finishing/Special Coatings, Foundations/Slabs, and Masonry/Stonework; Demolition of Structures; Earthwork—Excavation & Embankment and Site Work; Erosion Control—Armor Mat and Rip Rap; Exterior Buildings—Painting/Sandblasting/Sealants and Roofing; Fencing; Flooring; Guardrail; Hazardous Material Removal/Remediation; Hydroseeding; Interior Finishing—Insulation, Paint/Wallpaper/Tile, Sheetrock/Drywall, and Tape/Texture; Landscaping; Metal Buildings Erection; Mobilization/Demobilization; Steel Erection—Buildings; Steel—Reinforcing/Installation; Surveying Unlicensed; Traffic Markings—Painted; Underground—Sewer/Water Line Installation

➤ **Native America Inc** **Anchorage, Alaska**

Line of Work:

Consultant: Business Services—Insurance Brokerage

➤ **Verging Dynamics** **Anchorage, Alaska**

Line of Work:

Consultant: Business Services—Professional and Management Development Training



Recertified Firms

➤ **B & B Diversified Materials** **Sunriver, Oregon**

➤ **Beacon Occupational Health & Safety Services Inc** **Anchorage, Alaska**

➤ **Glacier State Contractors Inc** **Juneau, Alaska**

➤ **McGraw Construction** **Sitka, Alaska**

➤ **Merit Engineering Inc** **Bellingham, Washington**

➤ **MKM Construction Inc** **Fife, Washington**

➤ **Skyline Electric Inc** **Anchorage, Alaska**

➤ **Solid Network Solutions LLC** **Freehold, New Jersey**

➤ **Vesta Rea & Associates LLC** **Houston, Texas**

CIVIL RIGHTS OFFICE — STAFF MEMBERS

CRO Manager—Jon Dunham

Responsible for overall Civil Rights Programs implementation and reporting to Federal Highway Administration, Federal Aviation Administration, and Federal Transit Administration for Alaska Department of Transportation and Public Facilities. Overall supervision of the Civil Rights Office Staff.

Compliance Programs—

Reneise D Bagsby Performs contract compliance reviews and enforcement of external EEO, DBE, and OJT programs. Administers the Title VI program under the Civil Rights Act of 1964. Investigates discrimination complaints. Administers department ADA Program. Directly supervises compliance program staff.

Valerie Fletcher-Mitchell 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.

VACANT Performs contract compliance reviews and enforcement of external EEO, DBE, and OJT programs.

Mary Caterinichio Maintains the Civil Rights Office database and works with contractors and Federal Highway Administration and Federal Aviation Administration on numerous aspects of reporting.

DBE Certification—

VACANT 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, recertifications and annual reviews.

Linda K Babb Assists businesses with navigating the DBE certification process. Conducts outreach, validates applications and performs recertifications and annual reviews. Liaison for the Alaska Unified Certification Program.

Sharon White-Wheeler Assists businesses with navigating the DBE certification process. Conducts outreach, validates applications and performs recertifications and annual reviews.

Support Services—Beckie M Oliva

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

Administrative Staff—

Hazel Johnson Assists with Civil Rights Office budget, provides office support and assists with the 75% reimbursement training program.

Anna J Kline Handles all incoming communication with the Civil Rights Office and supports the administrative functions of the Civil Rights Office staff.

Alaska Department of Transportation and Public Facilities Civil Rights Office

2200 E 42nd Avenue

Mailing Address: PO Box 196900
Anchorage, Alaska 99519-6900

Phone: (907) 269-0851

(800) 770-6236 (within Alaska)

Fax: (907) 269-0847

Web site: www.dot.state.ak.us/cvlrts