



April 2016

Title VI

The Idaho Transportation Department (The Idaho Transportation Department (ITD) is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. In accordance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975 and Executive Orders 12898 (Environmental Justice) and 13166 (Limited English Proficiency), ITD does not and will not exclude from participation in or deny the benefits of its programs or activities; or subject anyone to discrimination or treat persons unfavorably based on race, color, national origin, sex, age, disability, limited English proficiency or economic status. In addition, ITD will not retaliate against any person who complains of discrimination or who participates in an investigation of discrimination.

Liz Healas, Editor

Idaho Transportation Department
Office of Civil Rights



B2GNow Goes Live on April 4

Online payment reporting by prime contractors on ITD federal-aid projects starts April 4. We're giving one more webinar on April 8.

As of Monday, April 4, the Idaho Transportation Department Office will require contractors, subcontractors, and suppliers to report and/or confirm project payments to all lower tier subs through our online tracking system, B2GNow.

This is the same system used for our Bidder Registrations and DBE Certifications.

Although the transition to this new system has been widely advertised in

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DBEs: Time for Self-Examination

DBEs, please take a look at your directory entry and make sure your commodity codes, key words and other key information are correct and up-to-date.

All DBEs are now listed on our on-line, continuously updated, on-demand Directory at <https://itd.dbesystem.com>.

This directory is pretty slick in that you can search it by company name, contact person, commodity code, key words, or even in the areas of the state in which DBEs are interested in working.

That's why it's particularly important that DBEs take the time to log into their account to check their entries for accuracy and completeness.

(Remember that your user name is your email address, and your password — if you've forgotten it — can be changed

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Newly Certified DBEs

Zions Smart Women's Grants

Pocatello Safety Fest of the Great Northwest

Idaho County Airport Goal

What Are Our DBEs up To?

2016 Idaho Legislature

ITD Procurement



Our Website Has It All

How about one-stop-shop website for all your ITD Civil Rights needs?

www.itd.idaho.gov/ocr/index.aspx does it all for you! (Well, nearly all. We're delighted to take suggestions for additions or improvements.) Go ahead and save that as one of your browser favorites. If you can't find what you're looking for, just click on the "Contact Us" graphic on the bottom of the page — after all, any website is a work in progress.

Newly Certified DBE Firms

Actuarial-Insurance Data Analyst Consulting LLC

Moise Lubin, CEO

44 Bliss St. Ludlow, MA 01056

Phone: 800-604-0841 Ext. 0

FAX: 347-342-3853

Email: moiselubin@aidac.com

Homepage: www.aidac.com

Provide data support services to the insurance and financial sector, utilizing our expertise in data aggregation and actuarial software to provide solutions to complex financial and actuarial data analysis problems on a contract basis.

Evans Engineering and Consulting PLLC

Donald R. Evans, Jr., Managing Member

1810 E Schneidmiller Ave, Ste 221, Post Falls, ID 83854

Phone: 208-262-9908

Email: don@e2engineers.com

Homepage: www.e2engineers.com

Management and design for a wide array of electrical engineering projects.

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What is a DBE?

A Disadvantaged Business Enterprise (DBE) is a small, for-profit business concern that is at least 51% owned and controlled by socially and economically disadvantaged individuals. The US Department of Transportation's (USDOT) DBE Program is designed to foster equal opportunity for minority, female and disadvantaged business owners on federal-aid transportation projects, and help them improve their business efficiency and flexibility.

This monthly newsletter is published by ITD's DBE Supportive Services as an informational and educational resource for DBs, contractors, consultants and federal-aid agencies on EEO, procurement and business issues. If you'd like to receive this newsletter regularly, please contact us for a **free subscription**.

Want to learn more about the DBE Program? Visit www.youtube.com/watch?v=5i1vZPLLOXE for a quick online presentation.

Looking for DBEs? It couldn't be easier. Just view our slick, new, continually updated online, on-demand **DBE Directory** at <https://itd.dbesystem.com>.

You can browse by work categories, keywords, NAICS Codes, ITD Districts in which DBEs are willing work, or just download the whole thing to Excel.

What Are Our DBEs up To?

A recent Boise City blog ran an interesting profile on one of our DBEs: Barbara Perry Bauer, President of TAG Historical Research & Consulting.

The Boise City Department of Arts & History Creators highlighted one of our DBEs in their "Makers and Doers" in their "Arts & History" blog.

Their subject was Barbara Perry-Bauer, who has done so much for the City of Boise in her lifelong love of history.

Through research, surveys, interviews, publications, and storytelling, Barbara has brought the varied past of the Boise community into the present in order to educate, inspire, and enrich.

Although it had been a tough path to take, she has persisted and found suc-

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Clue for this month's "Where in Idaho are You?" (front page) You want potatoes? We'll give you potatoes! In this restored Depot, you will discover more than you ever wanted to know about this tuber.



Answer to February Issue (photo shown above): **Appaloosa Museum & Heritage Center Foundation**, in Moscow. For past issues, visit www.itd.idaho.gov/ocr/ocrBUSINESSNEWS.aspx.

Zions Smart Women Grant\$

It's time again to apply for Zion's Annual Smart Women Grants. As a matter of fact, Zions offers a lot of business resources — take some time to check out their Business Resource Center at <https://brc.zionsbank.com>.

Each year, Zions Bank awards one \$3,000 Smart Women Grant in 6 categories:

1. Business
2. Community development
3. Continuing education and teacher support
4. Child and elder care
5. Health and human services
6. Arts and culture

Smart Women Grants help bolster the efforts of entrepreneurs who strengthen



our communities through their diverse talents and endeavors.

Grants are open to anyone whose proposal promotes the empowerment of women or directly benefits women or low-income or underserved populations in Utah and Idaho.

Grant recipients are selected from submitted applications. To download an application, www.zionsbank.com/learning-center/swsm-grant.jsp.

The application deadline is July 11, 2016.

Free Zions Business Workshops

Businesses in the Treasure Valley can take advantage of Zion's many free workshops such as "Smart StartUp", "LinkedIn Strategies: Managing Your Brand", and "Money-Making Marketing: How to Reach, Keep and Grow Your Customer Base". They also offer many special events and speakers as well. Be sure to get on their emailing list so you can be "in the know".

(NEW DBEs, Continued from page 2)

Multitech Group, Inc.

Ora Joiner, President

3711 W Green Oaks Blvd, Ste. C, Arlington, TX 76016-3326

Phone: 817-496-5500

FAX: 817-496-5538

Email: cgross@multitechgroupinc.com Homepage: www.multitechgroupinc.com

Installation, Maintenance and Repair of Conveyor Systems for Airports

Perma Treat of Illinois, Inc.

Sara Bond, President

P.O. Box 99, Marion, IL 62959

Phone: 618-997-5646

FAX: 618-993-8680

Email: sara@permatreatlumber.com Homepage: www.permatreatlumber.com

Manufacturer of treated lumber products included: railroad ties, bridge timbers, timbers and pilings, utility poles, transmission poles, cross arms & round posts.

Idaho Legislature 2016

Here are some of the 2015 bills that had the potential to affect Idaho businesses. To see the full text of the bills, visit www.legislature.idaho.gov/legislation/2016/minidata.htm. Since Legislature has adjourned for the year ... some obviously didn't make it, while others have become law.

House

H0347 SALES AND USE TAX Amends existing law to exempt certain hand tools up to \$100 from the sales and use tax and to remove reference to a definition.



Idaho Statehouse in Boise

LAW

COMMITTEE

H0352 INCOME TAX Amends existing law to revise the deadline by which an employer must report certain information to the State Tax Commission and to provide a time period for employers to correct any errors in an electronic filing. LAW

H0353 INCOME TAX WITHHOLDING Amends existing law to allow certain employers to pay income tax withholding on a monthly basis. LAW

H0400 MINIMUM WAGES Amends existing law to revise minimum wage calculations for employees, tipped employees and employees under the age of 20. DIED IN COMMITTEE

H0402 HIRE IDAHO ACT - PUBLIC WORKS CONTRACTS Repeals and adds to existing law relating to rewrite the law for awarding public works contracts and to revise residence preference status. DIED IN COMMITTEE

H0409 COUNTY WORKFORCE DEVELOPMENT Adds to existing law to allow counties and cities to create workforce development programs for persons age 55 and older; and to provide a local option property tax exemption for taxpayers who contribute to those programs. DIED IN COMMITTEE

H0424 INCOME TAXATION Adds to existing law to provide a state income tax credit for Idaho postsecondary institution tuition and fee payments on behalf of an employee of a taxpayer. DIED IN

H0435 WORKER'S COMPENSATION Amends existing law to provide that neither an employer nor a surety shall be required to pay medical fees in excess of those provided by the Industrial Commission. DIED IN COMMITTEE

H0463 MINIMUM WAGE Amends existing law to revise obsolete language and to prohibit political subdivisions from establishing minimum wages higher than the minimum wages provided by state law. LAW

H0475 SALES TAX Adds to existing law to provide an exemption from the sales and use tax on certain materials used in connection with a public highway or street. DIED IN COMMITTEE

H0491aa LIENS Repeals and adds to existing law to prohibit nonconsensual common law liens. LAW

H0520 CONTRACTS Amends existing law to prohibit certain provisions in contracts between governmental entities and design professionals. DIED IN COMMITTEE

Senate

S1219 PUBLIC WORKS CONTRACTS (Continued on page 5)

(PERRY BAUER, Continued from page 3)
cess in a city that has newly reembraced its own story as it hurtles towards modernity.

For people who are newcomers to the area — for people who have lost their connection to Boise's rich heritage through decades of ruinous "urban renewal" and haphazard development — Barbara bears witness for Boise residents on what we have lost, and what we still retain of our cultural history.

Barbara wrote, "I am a local historian. I run TAG Historical Research and Consulting in partnership with my sister and business partner, Elizabeth Jacox. We have been in business since 1993.

"We were initially organized to provide historical services to people who are interested in local history and Idaho history. Over the last twenty-something years, it has really kind of grown into everything from doing interpretive exhibits and brochures to publications and, then what we call the meat and potatoes of our job, which is section 106 compliance work under the National Historic Preservation Act of 1966.

"We also — besides doing that type of work — we try to get history out to as many people that we can. We do a lot of

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Barbara Perry Bauer and Elizabeth Jacob's business, **TAG Historical Consulting**, is currently approved on ITD's Term Agreement List for category E7a., Architectural

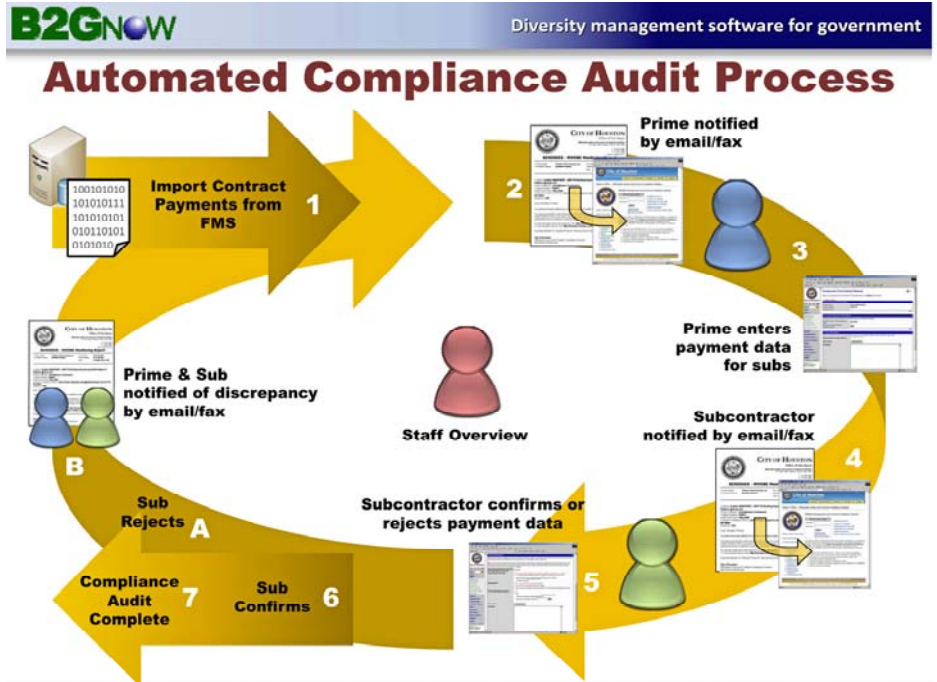
(PERRY BAUER, Cont. from page 4)
community projects, lots of walking tours, presentations, because personally, I am really passionate about the history of the city.

“We work all over the state, but the city’s history has always been of interest to me, so we are out there trying to spread the word about the roots of history and how and why you can use history to tell the stories of today, community change, and where everything came from with our early history.”

Barbara concluded her advice about pursuing one’s own bliss with, “I would suggest that you always want to get some work with an agency under your belt. We started that way and getting some experience that way and making certain that you have a nice salary for a bit is important. Eventually doors may open up in ways that you never imagine.

“If you are in another field and are interested in history and you think you want to pursue that as a career, then I can never say enough about volunteering and working with an agency because it can really help you see if it is something you would like to do. There are certainly enough groups here in the city that can use all kinds of assistance all of the time. If someone is looking at a career in history, that is always an option to start as a volunteer, because you never know where it is going to take you.”

Read more of Barbara’s profile at Creators, Makers, & Doers (www.boiseartsandhistory.org/blog/2016/02/04/creators-makers-and-doers-barbara-perry-bauer/#more-5394) which highlights the lives and work of Boise artists and creative individuals. Selected profiles focus on individuals whose work has been supported by the Boise City Dept. of Arts & History.



The new online certification of payment process. We’re going to show you how to actually use it!

(B2GNOW, Continued from page 1)
newsletters, press releases, emails, and with agencies such as the Associated General Contractors (AGC) and the Local Highway Technical Assistance Center (LHTAC), not everyone has had a chance to participate in the statewide B2GNow training workshops held throughout the month of March.

Not to worry! If you missed one of our local trainings, **we are hosting a live webinar on Friday, April 8th from**

(LEGISLATURE, Continued from page 4)
Amends existing law to provide for compensation of construction managers and general contractors, to provide that certain costs may be incorporated into a contract, to provide that certain bids shall be handled in a particular manner, to clarify how construction managers and general contractors may bid, to provide that certain terms shall be included in certain contracts and to remove a provision relating to com-

10am to 12pm MDT to cover all the necessary information to help you ease into this new process.

Please head to one of ITD’s District Offices (see page 8) on April 8th to participate in this event. No registration or RSVP is necessary.

Out-of-state firms may contact the Office of Civil Rights for other access information if needed by emailing

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pensation.

LAW

S1287 ENGINEERS AND SURVEYORS Amends existing law to provide that certain actions shall be a violation and to provide a civil penalty. **H FAILED**

S1362 JUDGMENTS Amends existing law to increase the time a renewed judgment on a lien may be continued for certain judgments. **TO GOV**

Safety Fests of the Great Northwest

The Pocatello Safety Fest will be held April 5-7. As always, don't delay registration, because these phenomenally popular (and free) events fill up so fast.

The statewide Safety

Fests of the Great Northwest

are the leading Safety and Health Training Events for the education of the Northwest's front-line workers, supervisors and managers of all levels.



The last one scheduled for this year will be in Pocatello at the Red Lion Hotel Conference Center on April 5-7.

Attendees from all industries can learn methods to reduce hazards that can cause workplace fatalities, injuries and illnesses. And it's free!

Safety Fest is an event for the whole community and a way for those companies that may not have the means to get training for their workers. The goal of Safety Fest is to help educate the community on the importance of safety not only in the workplace but in our everyday lives.

A sampling of topics (to include 10-hr. OSHA, AHA CPR/First Aid/AED, and other standard certifications):

- Accident Investigation
- Americans with Disabilities Act Compliance
- Arc Flash Hazards - Dreaded or Prepared For?
- Avoiding Business Failure- Workman's Comp
- Basic Properties Natural Gas
- Cylinder/Gas Handling Safety
- Defensive Driving
- Fall Protection

- Focus Four
- Hazard Evaluation & Recognition
- HAZMAT Awareness
- Managing Conflict at Work

- Material Handling/Rigging Safety
- Personal Protection Equipment
- Preventing Runovers & Backovers
- Roadway Safety Plus
- Safety Team Leadership
- Stress Management
- VPP 101
- Wood Products Ergonomics
- Writing Safety Procedures

Included in the class lineup, there will be a special presentation by Brad Livingston, "Just a Second Ago". Brad's motivational message puts safety into the proper perspective and "why" you should work safe every day.

Concurrent Trade Shows will also be held, giving attendees opportunities to see vendors' new products and services (booths are available at \$250 each).

Since spaces are limited, please limit the number of employees you send to the event to 10 per class so the event organizers can make sure that everybody has an opportunity to get the training they need.

To register, visit <http://safetyfest-pocatello.org>. As always, don't delay registration, because these phenomenally popular (and free) events fill up fast.

DBE Goal for Idaho County Airport

Idaho County Airport Announces 0.92% DBE Goal FY 2016-2018

Idaho County announces a 0.92 percent Overall Goal for Disadvantaged Business Enterprises (DBE) for Federal Aviation Administration (FAA)-assisted contracts during Federal Fiscal Years 2016-2018.

Idaho County, Idaho has filed information regarding the methodology used in the establishment of the Overall Goal with the Federal Aviation Administration (FAA).

This information is available for inspection during normal business hours through April 22, 2016 at the Idaho County Court House located at 320 West Main Street, Room 5, Grangeville, Idaho, 83530.

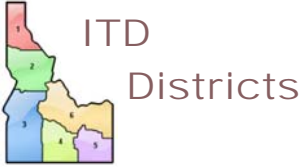
Comments regarding the DBE goal will be accepted through April 22, 2016 and can be sent to the following:

Mike Cook
Airport Manager
Idaho County
320 West Main Street, Room 5,
Grangeville, ID 83530
E-Mail: mcook@idahocounty.org

AND

Dolores P. Leyva
Compliance Specialist
Office of Civil Rights – AWP-9
Federal Aviation Administration
P.O. Box 92007
Los Angeles, CA 90009-2007
E-Mail: dolores.leyva@faa.gov





District 1	Coeur d'Alene	(208) 772-1200
District 2	Lewiston	(208) 799-5090
District 3	Boise	(208) 334-8300
District 4	Shoshone	(208) 886-7800
District 5	Pocatello	(208) 239-3300
District 6	Rigby	(208) 745-7781

Other ITD Opportunities

Not all ITD procurement is highway construction-related. We buy goods and services for Maintenance, Safety, Aeronautics, Public Transportation and Motor Vehicles as well.

Visit www.itd.idaho.gov/business/business.htm (*Bid & Contract Information—ITD Goods & Services*) for bid notices for: Building Construction; Maintenance and Repair; Facility and Yard Improvements; Highway Maintenance and Repair; Site Clearing and Demolition.

These notices are available as free pdf documents and include relevant drawings and specifications. After bid opening, brief bid abstracts and award information are also posted.

Bigger solicitations of all sorts (services, consulting, equipment and supplies) are posted by the Idaho Division of Purchasing on its e-procurement page. For an overview of Idaho Electronic Procurement (IPRO), visit <http://purchasing.idaho.gov/ipro.html>.

ITD Procurement

ITD Highway Construction Plans & Specs

ITD highway construction plans and specifications are available only through Quest Construction Data Network (QuestCDN).

To obtain or view plans, first visit ITD's Contractor Page at www.itd.idaho.gov/design/contractors/contrinfo.htm.

On the blue-shaded menu on the left side of the screen is the "Browse Projects & View Plan holders" option. This directs you to a screen where you can search for projects, or simply choose "Show all."

After clicking on individual project names, you can view plan holders or addenda, and of course download plans



Curious to see our big Master Plan of design and construction? Visit www.itd.idaho.gov and click on the icon shown above for our five-year project list.

and specifications.

You'll need QuestCDN membership in order to do this: the cost is \$10 per each plan set. Monthly or annual download plans are also available. Instructions for accessing the QuestCDN site, creating an account and viewing plans are included on the ITD Contractor Page.

At the main ITD Contractor Page you can also view bid openings and abstracts (when available), as well as contract awards.

There's also a link to the Local Highway Technology Assistance Center (LHTAC), where their plans and specifications are listed as pdf documents.

Seeking bids from DBE subcontractors? Email civilrights@itd.idaho.gov with information about the project and the bid date, plus the specialty areas in which you plan to subcontract. To view current invitations, visit www.itd.idaho.gov/civil/invitations.htm.

Invitations to Bid

Seeking bids from DBE subcontractors? Email civilrights@itd.idaho.gov with information about the project and the bid date, plus the specialty areas in which you plan to subcontract. To view current invitations, visit www.itd.idaho.gov/civil/invitations.htm.

Consulting for ITD

Consultants: mark this website in your "favorites": www.itd.idaho.gov/design/cau/cau.htm. Learn here how ITD uses professional services for highway project development and improvements.

Requests for Proposal are posted here,

but be sure to pay particular attention to getting on ITD's Term Agreement List!

You'll also find important contact information, overhead rates, and other important need-to-know information.

Idaho Transportation Department
Office of Civil Rights
PO Box 7129
Boise, ID 83707-1129

(B2GNOW, Continued from page 5)

CivilRights@itd.idaho.gov.

ITD Office Locations:

ITD Headquarters Auditorium

3311 W State St, Boise, ID

ITD District 1 Bison Room

600 W Prairie Ave, Coeur d'Alene

ITD District 2 Conference Room

2600 Frontage Rd, Lewiston

ITD District 3 Conference Room

8150 Chinden Blvd, Boise,

ITD District 4 Video Room

216 S Date St, Shoshone

ITD District 5 Conference Room 2

5151 S 5th Ave, Pocatello

ITD District 6

North Small Conference Room

206 N Yellowstone Ave, Rigby

If you cannot attend the live webinar, the Office of Civil Rights has links to all of the training materials on our website (just use the "Tracking System" dropdown menu in the upper right-hand corner): <http://www.itd.idaho.gov/ocr/index.aspx>.

B2GNow also offers ongoing live, online system training, as well as links to user manuals and FAQs that can be accessed at any time.



(DIRECTORY, Continued from page 1)

through a one-time password reset request).

Some of the DBE work descriptions tend to be a little generic. While we certainly don't encourage descriptions that resemble the Congressional Register, we *do* encourage DBEs to expand on their areas of expertise as they relate to actual items on ITD highway construction bid schedules.

For instance, do you install rumble

strips? Silt fence? How about seeding, erosion control, site clearing or rebar?

One really important caveat, though: if you're certified to do specialty areas such as concrete, it's going to come as a big surprise to us if you suddenly claim that you can erect steel or blow up stuff. To get credit for new work areas, you'll have to request an expansion of your approved areas of work from ITD's Office of Civil Rights.

This involves a sort of mini-certification

where the disadvantaged owner must demonstrate to ITD that he or she has the expertise and experience to be able to control the firm with respect to that type of work in order to add those new work items to the "approved" types of work in which the DBE is certified to work.

Give us call if you need more detailed information on this process, or if you're interested in expanding into new frontiers of construction services.

