

VDOT Small Business Enterprise Program (VSBEP) Construction Projects

July 9, 2014

Purpose: The Virginia Department of Transportation (VDOT) has established a Small Business Enterprise Program (VSBEP) program with the intent to facilitate and foster a system that allows VSBEP participants the opportunity to bid on selected federally assisted construction projects as prime contractors.

Program Objectives:

- Develop an environment conducive to small business growth in Virginia.
- Promote entrepreneurship and competition among similarly sized small businesses.
- Increase the number of small business subcontractors to transition to become prime contractors engaged in highway construction.
- Identify individual construction projects not to exceed \$1 M each in contract value and the aggregate value of projects to be no less than \$10 M annually.

Program Success:

- VSBEP participants can quantify business growth through the program.
- No less than three bidders on each advertised project.
- Work of VSBEP contractors meets contract specifications and is on time and on budget.
- Increase of small business subcontractors that transition into prime contractors.

Project Selection Criteria:

All federally assisted projects scheduled for advertisement for bids by the Construction Division that have construction contract estimates not to exceed \$1 M will be evaluated by the Civil Rights Division as potential VSBEP projects prior to advertisement. Additionally, federally assisted projects not selected for the small business program will be evaluated for DBE (Disadvantaged Business Enterprise) goals prior to advertisement.

VSBEP advertised projects that do not receive bids or if the bid is over the engineers estimate and results in a rejection and rebid, the project will be removed as a VSBEP project and will be advertised to all prequalified contractors.

VSBEP projections will be based upon project extraction from the 24 Month Ad Schedule and further refined as details pertaining to each project's construction estimate are made available for analysis.

Projects selected for the VSBEP program will be analyzed to ensure small business firms can self perform no less than 30% of the required work.

Project Review Criteria:

- Federally funded
- Construction contract estimate value not to exceed \$1 M.

Estimate Reviews:

Each line item code in the estimate will be assigned a VDOT work code and compared to the NAICS/NIGP codes of each VSBEP approved firm. When the values for at least three (3) firms' work codes reach or exceed 30% of the estimated construction contract value, the project will be reviewed by the Civil Rights Division for potential program inclusion. The Civil Rights Division upon project review will make a determination of whether or not to recommend the project for the VSBEP and will request concurrence from the Construction Division.

Final Project Selection:

Prerequisite Project Information:

- Notification of pending federally funded project advertisement dates (and revisions) from Construction Division
- Access to current Construction Division project estimates

Timing: Projects will be evaluated for inclusion in the VSBEP and notification issued to Construction Division regarding such within seven calendar days of receipt of the prerequisite project information (and any revisions or continuances) from Construction Division. If a project is not advertised as per the original schedule, the project will be re-evaluated for program inclusion for each revised advertisement date.

Estimated Start Date for VSBEP Construction Projects

Starting in August 2014, VDOT will begin advertising a small group of select projects exclusively for VSBEP firms. Only firms prequalified with VDOT and enrolled in the VSBEP program will be allowed to bid. The first of these projects will be on-call incidental concrete replacement projects. Please read the attached specification that will be placed in each of these selected projects explaining the bidding limitation. If you are eligible and interested in the VSBEP and have not enrolled, please do so at your earliest convenience.

Training

A workshop is scheduled for August 5, 2014, at the Courtyard by Marriott Richmond North for firms interested in bidding on VSBEP projects. The training session will provide information regarding electronic bidding, specifications and materials requirements, and performance expectations and requirements as a prime contractor.

VIRGINIA DEPARTMENT OF TRANSPORTATION
SPECIAL PROVISION FOR
VDOT SMALL BUSINESS ENTERPRISE PROGRAM (VSBEP)

July 9, 2014

The Virginia Department of Transportation (VDOT), in accordance with the requirements of the U.S. Department of Transportation 49 CFR Part 26, Section 26.39, has developed a VDOT Small Business Enterprise Program (VSBEP) to ensure that Disadvantaged Business Enterprises (DBEs) and Small, Women and Minority-owned (SWaM) businesses have a maximum opportunity to participate on federally-assisted projects. This proposal establishing a race-neutral small business set-aside for prime contractors not to exceed \$1,000,000 is in accordance with the U.S. Department of Transportation 49 CFR Part 26, Section 26.39. **Only approved VSBEP program participants that are prequalified are eligible to bid on this project.**

Bidders responding to this proposal must be approved by VDOT as qualified to participate in this procurement under the VSBEP. VSBEP approved contractors must perform no less than 30% of the total cost of the project with its own forces. VSBEP contractors must have a complete registration/application on file 10 business days before the submittal due date of the bid proposal. Bidders that are not approved by the VSBEP at the time of bid proposal submittal will not be considered for selection and award of the contract. Contractors approved for the VSBEP must meet all applicable VDOT bidding requirements and conditions.

Information regarding the VSBEP, to include eligibility requirements and applications, are found on the following VDOT website.

http://www.virginiadot.org/business/small_business_enterprise_program.asp