



CALIFORNIA High-Speed Rail Authority

Business Advisory Council (BAC)

Summary Meeting Notes for February 17, 2016 Meeting

Summary Notes

770 3rd Street, West Sacramento, CA

Members Present:

Association	Primary	Alternate
AICC	Adam Holt	
ACEC	Arvin Chaudhary	
AAAE	Eddy Lau	Ellen Lee
AAa/e	Linden Nishinaga	
AGC	Sam Hassoun	
CBCC		
CMAA	Esther Shaw	
DVBA	Laura Uden	
GFACC	Debbie Hunsaker	
KMCA	Marvin Dean	
LBA		
LRRT	Paul Guerrero	
NAACP	Betty Williams	
NAMC		
NCA	Diana LaCome	
SFAACC	Fred Jordan	Dr. Caesar Churchwell
WCOE	Lee Cunningham	
SAME	Vida Wright	
USPAACC		Mayling Liang
WTS	Maritza Acosta	

Chair: Lisa-Marie Alley

Vacant Seat(s): Aubry Stone (CBCC), Leonardo Ortiz (LBA), Peter Varma (NAMC), Clyde Wong (USPAACC)

California High-Speed Rail Authority (Authority) Team Present: Lisa Marie Alley – CHSRA Chief of Communications, Tom Fellenz – CHSRA Chief Counsel, Alice Rodriguez – CHSRA Small Business Advocate, Jose Camarena – CHSRA Contract Compliance Administrator, Karen Massie – CHSRA Information Officer, Gay Knipper – RDP, Terry Marcellus – RDP, Alex McCracken – RDP, Austin Kidwell – RDP

Guests: Michael Aguilio (DGS), Derf Butler (SFAACC), Katie Emmans – Dragados Flatiron Joint Venture (DFJV), Mark Freeman – Freeman CD, John James (DFJV), Dev Krishnan – Conference of Minority Transportation Officials, Kim Mickols (DFJV), Brenda Quintaver (LBA), Juan Vargas – Conference of Minority Transportation Officials, Sarah Villa (DFJV)

1. Introductions

- Authority
Chief Counsel Fellenz welcomed everyone and announced Chief of Communications, Lisa Marie Alley, will be taking on the role of Council Chair.

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2. 2016 Mission/Vision (Lisa Marie Alley)

- Council Chair Alley read the California High-Speed Rail Business Advisory Council Mission Statement: "The Mission of the California High-Speed Rail Authority (Authority) Business Advisory Council (Council) is to cultivate a partnership between the Authority and its Small Business and contracting community. The Council will serve as a forum to provide essential input and advisement to the Authority in implementing its policies and practices that affect and/or impact Small Business utilization and participation in all of the Authority's contracting programs. The collaboration and insight will serve to advance the Authority's success in meeting its 30% Small Business Goal on this historic infrastructure project."
- Asked Council to think about the mission and vision and ensure that each representative embodies that with the Small Business community.

BAC Member Questions and Concerns:

- Member Guerrero requested an Authority staff member with construction and engineering expertise attend the Council meetings. Council Chair Alley responded that she would work with Chief Engineer Scott Jarvis to fulfill his request.

3. Approval of October 15, 2015 Business Advisory Council Meeting Minutes (Lisa Marie Alley)

- Member Hunsaker motioned that the minutes from the October 15, 2015 Council Meeting be adopted. Member LaCome seconded the motion.

4. Small and Disadvantaged Business Enterprise Program Update (Alice Rodriguez)

- January certification workshops returned to southern California. These workshops were attended by over 100 small businesses and included presentations from the U.S. Small Business Administration, CalTrans and DGS. During the January workshops, 21 small businesses were certified by DGS.
- There have been recent meetings with Kristin Johnson, Small Business Development Centers of Northern California, to discuss local development services, small business outreach and training with the Los Angeles County Metropolitan Transportation Authority (LA Metro).
- The Authority continues to move forward with developing a vendor registry. A database administrator is now on the project and the development process is underway.
- The Rail Delivery Partner will be adding an additional staff member to assist with the small business program.

5. Contract Compliance Update (Jose Camarena)

- The FRA quarterly Small Business Utilizations report, submitted in December, reflects a Small Business utilization percentage of 38.69 percent on 29 professional services contracts, including 18.54 percent to DBEs and 2.12 percent to DVBEs. On construction contracts the small business utilization is at 10.32 percent, including 5.45 percent to DBEs and 2.44 percent to DVBEs.
- TPZP is still in the initial stages of its contract. Its small business commitment percentages are at 26.21 percent overall, including 16.29 percent to DBEs and 5.76 percent to DVBEs.
- The next Quarterly Small Business Utilization Report will be issued in March.

BAC Member Questions and Concerns:

- Member LaCome requested the council be provided copies of the small business performance plans from CP 1 and CP 2-3. Council Chair Alley responded she would work within the Authority to fulfil this request.
- Members Cunningham and Dean requested that the DBE utilization information be provided in a format that is broken down by ethnicity and gender. Council Chair Alley responded she will work with the Authority to fulfill this request.

6. Project Updates

High-Speed Rail Program Updates (Council Chair Alley)

- Two new members, Bonnie Lowenthal and Lorraine Paskett, have joined the Authority Board of Directors.
- The 2016 Business Plan will be released soon and will be a milestone in the Authority transition from a planning organization to an implementation organization. Once the plan is released there will be a sixty-day comment period before a final Business Plan is submitted to the legislature by May 1, 2016.
- Alley also provided updates on planning and environmental activities in Northern and Southern California as well as the latest on construction in the Central Valley.

Rail Delivery Partner Update (Gay Knipper)

- The Rail Delivery Partner (RDP) contract began in July, 2015. The first work plan under the contract was from July through December. The second work plan will be from January 2016 through December 2016.
- The RDP currently has 25 small business subcontractors, including 10 DBEs and 3 DVBEs.
- Over \$10 million has already been expended to SB firms on the RDP contract, including \$5.5 million to DBEs and \$1.5 million to DVBEs.
- On the 1st work plan, Parsons Brinckerhoff hit 27 percent utilization for small businesses. The second work plan is now underway and Parsons Brinckerhoff intends to meet the Small Business goal on this one-year work plan.

BAC Member Questions and Concerns:

- Member Uden asked for a list of Small Business subcontractors on the RDP. Council Chair Alley and Ms. Knipper responded that there are over 50 subcontractors on the RDP, including 25 small businesses, and that a list of RDP subcontractors would be provided to the Council.

7. Construction Package 2-3 Update (John James)

- Dragados Flatiron Joint Venture (DFJV) continues to build its team, and is hiring in Sacramento and Fresno.
- DFJV has encountered delays in the right-of-way and permitting processes.
- Environmental and demolition work is underway and there are opportunities for small businesses in these areas.
- DFJV is working with PGE to add small businesses to their list of firms allowed to work on PGE utilities. DFJV will now be doing all design work on these PGE related projects, which present opportunities for design small businesses.
- DFJV is working on 3rd party agreements with over 23 different utility organizations.
- Workshops are ongoing in the Fresno area to connect with the local small business community.
- Demolition work is ready to go on 16 additional parcels, but weather has caused delays.
- DFJV is in need of pre-cast utility boxes, and will be advertising a subcontract for this in coming weeks.

8. Planning Meeting Committee Updates

Construction Committee (Sam Hassoun)

- The committee elected Diana LaCome to serve as committee chair in 2016.
- The committee did an analysis of the committee's mission, focus, goals and accomplishments and determined two goals for 2016:
 1. Tracking contracts available to small businesses and contracts awarded to small businesses, including tracking the number of small business on the project and tracking by gender and ethnicity.
 2. Focusing on outreach and education, the committee will look to track outreach events, facilitate education on access to capital and education of small businesses on doing business with prime contractors

Professional Services Committee (Vida Wright)

- Vida Wright was elected to serve as committee chair in 2016, with Linden Nishinaga as vice chair and Laura Uden as secretary.
- The Committee had seven goals in 2015 and made some progress, but will be carrying these goals forward in 2016. They include:
 1. The Authority adopting safe harbor rates as an option for overhead rates for newer small business firms.
 2. Incentivizing prompt payment, especially to lower tier subcontractors.
 3. Adopting the 30/10/3 goal on all Authority contracts.
 4. Requiring unsuccessful bidders to invite representatives of their small business team to debriefings.
 5. Separating the 30/10/3 goal so as to have it apply separately to the design and build portion of design-build contracts.
 6. Improving utilization reporting for SB firms.
 7. The Authority adopting a policy of issuing Small Business Set Aside contracts.

9. Administrative Items, Public Comment and Adjournment

- Member Guerrero reiterated his concerns regarding environmental justice and urged the Authority to undertake an environmental justice study on the San Jose area alignments. Council Chair Alley responded that the Authority has a Title VI program that is part of all outreach activities on the statewide program.
- Member Dean invited council members to attend the Kern Minority Contractors Association High-Speed Rail Forum on March 10.

Council Chair Alley adjourned the meeting at 3:11 PM.