

April 2003

OBD&EO *News Alert*

Delaware River Port Authority

Office of Business Development & Equal Opportunity Publication



The Delaware River Port Authority Welcomes its New Chief Executive Officer

On April 1, 2003, John J. Matheussen began his tenure as the Chief Executive Officer of the Delaware River Port Authority (DRPA) and President of the Port Authority Transit Corporation (PATCO).

As one sign of his commitment to equal employment and contract opportunities for everyone, one of Mr. Matheussen's first actions as CEO/President was to issue a memorandum to all chiefs and directors making clear that he supports the Enterprise's nondiscrimination programs. While stating that he is "impressed" by the "tremendous progress" the Enterprise has made since 1994 to level the playing field for disadvantaged, minority and women-owned businesses interested in competing for business opportunities at DRPA and PATCO, Mr. Matheussen stated that it is his goal to take the programs to the "next level."

On April 15th Mr. Matheussen issued DRPA's Policy Statement related to its Disadvantaged Business Enterprise program. A copy of the statement appears on page two of this newsletter.

When new employees are hired at DRPA and PATCO, they attend a two-hour training session that addresses issues of discrimination and harassment in the workplace that is based on race, color, religion, national origin or sex. Toni Brown recently conducted several training sessions on April 15th, and Mr. Matheussen stopped by to greet the employees and to reinforce his commitment to ensuring a workplace that is free from discrimination and harassment. He also told the employees that he values equal employment opportunities for everyone.

We are confident that, under Mr. Matheussen's leadership, the Delaware River Port Authority and the Port Authority Transit Corporation will continue to make great strides in our efforts to "level the playing field" for all. Please join us as we welcome **John J. Matheussen** to the Enterprise.

Delaware River Port Authority's DBE Policy Statement Pursuant to 49 CFR Part 26.23

The Delaware River Port Authority (DRPA) opposes unlawful discrimination of any kind. The DRPA is an Equal Employment Opportunity Employer/Contractor, and is firmly committed to providing equal employment and business opportunities for all persons.

The Delaware River Port Authority has received Federal financial assistance from the Department of Transportation, Federal Transit Administration (FTA), and as a condition of receiving this assistance, the Delaware River Port Authority has signed an assurance that it will comply with 49 CFR Part 26. Accordingly, the Delaware River Port Authority has established a Disadvantaged Business Enterprise program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. Our program is narrowly tailored in accordance with applicable law.

Toni P. Brown, Director of the Office of Business Development & Equal Opportunity at the Delaware River Port Authority, has been delegated to serve as the Disadvantaged Business Enterprise Liaison Officer (DBELO) for the Delaware River Port Authority. As the DBELO, Toni P. Brown, is responsible for implementing all aspects of the Delaware River Port Authority's DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the Delaware River Port Authority in its financial assistance agreements with the Department of Transportation.

The Delaware River Port Authority has disseminated this policy statement to its Board of Commissioners and all appropriate departments throughout our agency. We distribute our policy statement throughout our organization and to the DBE and non-DBE business communities that perform work on DOT-assisted contracts. We included the statement in all bid and proposal documents, and also distribute copies of it to the bidders and proposers at all pre-bid/pre-proposal meetings for FTA-assisted projects. Information about our DBE program may also be obtained by contacting the Delaware River Port Authority's Office of Business Development & Equal Opportunity at (856) 968-2270 or (215) 218-3750 ext. 2270, or by accessing our website at www.drpa.org. You may access the Office of Business Development & Equal Opportunity's link directly at www.drpa.org/obdeo.

John J. Matheussen
Chief Executive Officer DRPA
President PATCO

IN SBA NEWS

SBA Loans to Small Businesses Rise Sharply

The number of small businesses receiving U.S. Small Business Administration loans rose dramatically in the first two quarters of fiscal year 2003. Loans have increased 35% compared to the same period from one year ago. The most noticeable increases were in loans to minorities, women and veterans. Within the last year, loans to minorities increased by a total of 42.1% and loans to women by 34.8%. These loan approvals come under the SBA's two major loan programs, the 7(a) General Business Loan Guaranty Program and the Certified Development Company (504) Loan Program. The SBA also reported an increase in their SBAExpress loans. They attribute the more than doubled increase to significant efforts by the agency to make the "under \$250,000" loans more widely available and easier to approve. SBA Administrator Hector Barreto said, *"We are pleased that both our outreach and streamlining efforts have proven highly effective, as reflected in the substantial rise in assistance to women, minority and veteran businesses."*

Bush Administration Officials Pledge Implementation of Law to Support Veterans

Key Bush administration officials assure the Task Force for Veterans Entrepreneurship they will aggressively implement the law designed to help firms owned by service-disabled veterans. The Task Force reports the Small Business Administration will consider updating a 1992 administrator's order placing veterans at the head of the line for SBA programs. The Office of Federal Procurement Policy is also meeting with the Task Force and is in the process of drafting an executive order in support of service-disabled entrepreneurs. Although the Bush administration continues to resist set-asides, the Task Force asserts there are alternatives to set-asides, including making service-disabled veterans the highest priority among procurement-outreach programs.

Employers Can Apply Online for IRS ID

Employers can now apply online for an Internal Revenue Service identification number and register their business at the state level. The SBA says the process will save small businesses more than \$200 million annually. The application can be found at <http://businesslaw.gov/template.cfm?catid=10004> . The online application was developed jointly by SBA, IRS and EzGov, an Atlanta-based IT firm.

Assistance Now Available in Arabic

The U.S. Agency for International Development and the SBA have developed an online site written in Arabic with basic business start-up information and a directory of small-business resources. The translation of SBA material is the sixth by the SBA's Office of Women's Business Ownership since starting in 1998 with a Spanish translation. Other translations are available in Chinese, Russian, Japanese, and Icelandic. The Arabic site can be found at www.onlinewbc.gov/docs/arabic/main.htm.

New Women's Website

The SBA and the Labor Department have launched a new website for women-owned businesses at www.women-21.gov to coincide with the outgrowth of Women Entrepreneurship in the 21st century, a series of women's summits. The summits provide a forum for discussions regarding access to capital, health care, government procurement opportunities, retirement security, and technology. The most recent summit was held in Philadelphia this April. The federal government operates three other women oriented websites: www.onlinewbc.gov which provides information about women's business centers; www.womenbus.gov, which focuses on federal procurement; and www.nwbc.gov the website of the National Women's Business Council.

Most annual procurement for goods (non-professional services) at the DRPA are usually for periods of one (1) year with an option to renew for an additional year. At the end of the first year, assuming the vendor's performance has been satisfactory, a DRPA Purchasing staff member will contact the vendor to request pricing information for the second year. If all conditions are in the best interest of the DRPA, the DRPA will exercise its option for a second year renewal with the vendor. At the end of the second year, the contract will be rebid on a competitive basis. If you are interested in pursuing any of the contract identified below, please call Susan Squillace, Purchasing Agent at (856) 968-2163.

List of Annual Contracts for DRPA

Services Products

Contract Status

Enterprise Summer Winter Work
Clothing for DRPA/PATCO

DRPA may exercise its 2nd year option in
June 2003.

One Year Supply, Bottled Water
for DRPA/PATCO

Bid Process - This purchase will be up for
competitive bid in **August 2003.**

Enterprise Summer/Winter Uniforms
for Toll Collectors and Train Operators
for DRPA/PATCO

DRPA may exercise its 2nd year option in
June 2003.

Lubricants for Bulk Storage
Dispensing Systems for DRPA

DRPA may exercise its 2nd year option in
September 2003.

Exterminating Service for DRPA/PATCO

Bid Process - This purchase will be up for
competitive bid **January 2004.**

Weed Control for DRPA/PATCO

Bid Process - This purchase will be up for
competitive bid in **March 2004.**

Emergency Generator Maintenance
for DRPA

Bid Process - This purchase will be up for
competitive bid in **April 2004.**

List of Annual Contracts for DRPA (continued from page 5)

Services Products

Contract Status

Traffic Cones for DRPA

Bid Process - This purchase will be up for competitive bid in **March 2004**.

Trash Removal (Solid, Non-Hazardous) for DRPA

Bid Process - This purchase will be up for competitive bid in **June 2003**.

Office Paper Products for DRPA/PATCO

DRPA may exercise its 2nd year option in **June 2003**.

Safety Glasses for DRPA

DRPA may exercise its 2nd year option in **June 2003**.

Hazardous Waste Removal for DRPA/PATCO

DRPA may exercise its 2nd year option in **March 2004**.

Aluminum & Steel for DRPA

Bid Process - This purchase will be up for competitive bid in **December 2003**.

Office Supplies for DRPA/PATCO

DRPA may exercise its 2nd year option in **March 2004**.

Marine Diesel Fuel for DRPA Ferry Vessels

Bid Process - This purchase will be up for competitive bid in **May 2003**.

Custom Made Police Uniforms

DRPA may exercise its 2nd year option in **April 2004**.

For your information we are providing you with a list of annual contracts for PATCO, along with their expiration dates. If you are interested in pursuing any of these contracts, please contact Thomas J. Zamorski, Purchasing Agent, PATCO at (856) 772-6914 or Stephen Suder, Manager of Purchasing for DRPA/PATCO, at (856) 968-2142.

List of Annual Contracts for PATCO

<u>Service Product</u>	<u>Expiration Date</u>
Refuse Disposal	December 31, 2004
Compactor/Container Refuse Disposal at Lindenwold Facility	December 31, 2004
Fire Extinguisher Maintenance & Service	December 31, 2003
Rail Transit Advertising Services	June 30, 2004
Disaster Computer Recovery Services	June 30, 2004
Ultrasonic Rail Testing	March 31, 2004

Upcoming Purchases

for DRPA

Printers, Color
 Printers, B&W
 Color Digital Cameras
 Marine Diesel Fuel
 Trash Removal (non-hazardous)

Questions regarding these or any other DRPA Purchases should be directed to Susan Squillace (DRPA Purchasing) at (856) 968-2163 or (215) 218-3750 ext. 2163.

for PATCO

Scissors Lift, Self-Propelled, Rough Terrain Type
 Portable Air Compressor equipped with Running Gear

Questions regarding any PATCO Purchases should be directed to Thomas J. Zamorski (PATCO Purchasing) at (856) 772-6914 or (215) 922-4600 ext. 6914.



Upcoming Events

June 13 - “How to Become Certified with MSDC.” The Office of Business Development is proud to host this workshop on how minority-owned businesses can become certified by the Minority Supplier Development Council. **Carol P. Ray, Executive Director of the MSDC of PA-NJ-DE** will be the presenter. To register for this free event, please call Kathy Coyle Haas at (856) 968-2270 or (215) 218- 3750 ext. 2270. Registration is limited to the first 60 people. Free parking is available.

L Don't forget to check out the OBD&EO's Link on DRPA's web site. Our address is www.drpa.org/obdeo . Scroll over to the “**Calendar of Events**” for a complete listing of events/workshops planned to date.

L Look for the upcoming editions of *News Alert* to be mailed on:

Friday, May 30, 2003

Friday, June 27, 2003

Friday, July 25, 2003

**Office of Business Development &
Equal Opportunity
Mission Statement:**

***“We are a group of committed
individuals dedicated to pursuing
equal employment and
contracting opportunities for***

You can reach OBD&EO
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