

# OBD&EO News Alert

A Delaware River Port Authority/Port Authority Transit Corporation  
Office of Business Development & Equal Opportunity Publication

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2005



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OBD&EO

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[www.drpa.org/obdeo](http://www.drpa.org/obdeo)

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## CONTENTS

Spotlight .....	1,2
Winter Retreat .....	3
Leadership Index Shows .....	4
Financing the 504 Way .....	5
DRPA Annual Contracts .....	6
PATCO Annual Contracts .....	7
Upcoming Purchases .....	8
Events of Interest .....	9-11
OBD&EO Information Corner ..	12

Claudia Monte founded CAM Consulting Group LLC, a full-service strategic consulting and training firm, in 1993 to assist organizations and their most important resource – **people** – achieve success. Since that time, their consultants have worked with a diverse base of clients in the public, private, military, legal, judicial, and education sectors. CAM, a certified small, women-owned business, has worked with the management and staff of DRPA and PATCO delivering diversity and customer service programs to positive feedback. Their firm is known for the following services they provide:

**Strategic Consulting.** They spend time learning an organization's objectives to provide direction regarding the best strategies that will achieve productive outcomes. Their comprehensive services include facilitating and documenting the strategic planning process, conducting organizational needs assessments, designing employee and/or customer questionnaires, conducting focus groups, facilitating retreats and meetings, and writing and updating personnel and procedure manuals.

(continued from page 1)

**Targeted Training Programs.** The programs they offer are developed to enhance the professional growth of individuals from executive level through those in staff positions and production operations. Each program is designed and targeted to meet the unique needs of an audience. Should individuals need personalized attention, their business coach will work them to identify their goals and implement an action plan for growth or improvement. Programs are available in the following areas:

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***Leadership and Management***

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***Ethics and Values***

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***Self-Development***

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***Communication and Presentation***

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***Customer Service and Teamwork***

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***Business Writing***

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Their consultants bring a wealth of knowledge to every organization with whom they work. They have the expertise to listen to concerns, focus on the issues, and recommend appropriate strategies to achieve successful outcomes. They are committed to utilizing inventive and interactive techniques to make training an enjoyable and worthwhile learning experience for adult audiences.

An innovative venture for the firm is their ***Working Women's Retreat... Taking Care of You*** series. Held at a beautiful oceanfront location, the retreat concept was organized in response to requests from professional women for a way to step back from their busy lives and assess their current and future directions. Educational sessions along with time for reflection, renewal, and fun are part of the agenda. Please see the announcement in this bulletin for more details about the winter retreat coming up in February 2006.

They are excited about the launch of their new updated website and invite you to visit them at [www.cam4consulting.com](http://www.cam4consulting.com). To speak with them directly, please call Claudia Monte or Bob Pointon, Marketing Director, at 609-291-1937.

***"WE VALUE DIVERSITY"***

Stella Maris Retreat Center • 981 Ocean Avenue, Elberon, NJ 07740 • P (732) 229-0602 • F (732) 229-8960 • [www.stellamarisretreatcenter.com](http://www.stellamarisretreatcenter.com)  
 CAM Consulting Group LLC • P.O. Box 469, Crosswicks, NJ 08515 • P (609) 291-1937 • F (609) 291-1149 • [www.cam4consulting.com](http://www.cam4consulting.com)

## Treat Yourself to a break at the Jersey Shore and participate in the Working Women's Winter Retreat...*Taking Care of You* February 5 - 7, 2006

Would you like to manage your career and your life with more wisdom? Would you appreciate direction and reflection to plan for "What's next?" If so, please join Diane Allen and Claudia Monte, two entrepreneurial women, who are committed to helping others realize success throughout life's journeys. Take time for yourself in a beautiful oceanfront setting to relax, reflect, learn, and share. Leave feeling more in control of your life and your dreams.

Give yourself this gift of renewal and learning by winter's sea. Participate in sessions on *Journaling for Creativity and Discovery*, *Magnetizing Your Essence*, *Turning Confrontation into Conversation*, *Creating Work Life Balance*, *The Four Fold Way*, and *SOARing With Your Strengths*. Please come and bring a friend. Let's expand the circle of remarkable women that we truly are.

Arrival: Sunday, February 5, 2006 3:00 – 3:30 pm  
 Departure: Tuesday, February 7, 2006 2:00 pm

*For more information, please contact Claudia Monte or Diane Allen  
at CAM Consulting Group LLC [www.cam4consulting.com](http://www.cam4consulting.com) 609-291-1937*

*or*

*Ann Marie Rimmer, OP at Stella Maris Retreat Center [www.stellamarisretreatcenter.com](http://www.stellamarisretreatcenter.com) 732-229-0602*

### Registration Form

**Send to: Stella Maris Retreat Center, 981 Ocean Ave., Elberon, NJ 07740**

Name: *(Please Print)* \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (W) \_\_\_\_\_ (H) \_\_\_\_\_ Email: \_\_\_\_\_

Program: Working Women's Retreat...*Taking Care of You*

Date: February 5-7, 2006

Cost: \$350                      Deposit: \$75 (non-refundable)                      Deposit Enclosed: \_\_\_\_\_

(Includes overnight accommodations, meals, sessions, and participant materials. Light supper and wine reception on Sunday.) Please make check payable to Stella Maris Retreat Center.

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## Women Progressing Slowly, Business Leadership Index Shows

For the fourth year in a row, an index measuring women's progress in the business world has climbed slowly. The modest increase is attributed to a 24% drop in the venture-capital benchmark.

However, the element measuring the number of women-owned businesses rose only by 6% and the factor measuring company size increased by 7%.

The Business Leadership Index was first developed in 1983 by the Committee of 200, a group of business leaders whose focus is to promote entrepreneurship and corporate leadership by women.

According to the Committee of 200's index, women also are making progress narrowing the salary gap. The index rose 1% to 8.03. The worst element for women is venture capital which stands at 0.81%

*"What's disturbing is the pace of improvement in our leadership stature in the business world isn't picking up as the economy has heated up,"* says Carolee Friedlander, partner in the New York City-based Circle Financial Group and vice chair of Chicago-based C200. *"Women entrepreneurs and corporate leaders need to share their success stories and talk more openly about how rewarding and challenging fast-track business positions are."*

*"We have not made enough progress,"* says Barbara Kasoff, co-founder and chief operating officer of Women Impacting Public Policy.

The good news is women are *"strengthening in (their) resolve to tackle this in a more specific and united way,"* adds Kasoff. She cites the existence of WIPP, which has grown to more than 500,000 members since it was founded in 2001.

*"Unfortunately, many of the experiences our members across the country have shared with us reinforce the survey findings,"* reports Margot Dorfman, CEO of the U.S. Women's Chamber of Commerce. *"Our goal is to move women from a market influence to an influential market."*

**Info:** Committee of 200 - (312)255-0296; [www.c200.org](http://www.c200.org); [www.wipp.org](http://www.wipp.org); [www.uswcc.com](http://www.uswcc.com).

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## Financing the 504 Way By Stephen Umberger, SBA Philadelphia District Director

The biggest challenge you will face as a business owner next to starting your own business is taking it to the next level.

By now you are probably a seasoned entrepreneur, who has successfully navigated around the pitfalls that cause early business failure; you're ready to grow, and financing again is an issue.

Enter the SBA 504 loan program, especially designed to help small businesses at this juncture.

The 504 loan program provides growing businesses with long-term, fixed-rate financing for major fixed assets, such as land, buildings and machinery and equipment

Business must meet specific SBA size standards: (a) it must not have a tangible net worth of more than \$7 million, and (b) it must not have an average net income of more than \$2.5 million after taxes for the two preceding years.

The 504 project has three components: (1) a direct commercial loan from the private sector covering 50 percent of the project, and secured by a senior lien; (2) a loan secured with a junior lien from a Certified Development Company (CDC) covering up to 40 percent of the cost, and backed by a 100 percent SBA-guaranteed debenture; and (3) a contribution of at least 10 percent equity from your business.

CDCs are nonprofit corporations set up to contribute to the economic development of their communities. They work with the SBA and private-sector lenders to provide financing to small businesses.

The maximum SBA portion is usually \$1,500,000, but new provisions signed into law in December 2004 created a new category of 504 loans to "small manufacturers", with a maximum SBA guarantee of \$4 million.

As with the SBA's more widely known loan guaranty program, 504 loans are designed to help the small business owner to succeed. Interest rates on 504 loans are pegged to an increment above the current market rate for five-year and 10-year U.S. Treasury issues. Maturities of 10 and 20 years are available. Fees total approximately 3 percent of the debenture and may be financed with the loan.

For information on the SBA programs and services visit [www.sba.gov](http://www.sba.gov) or contact John Fleming at (215) 580-2718 or [John.Fleming@sba.gov](mailto:John.Fleming@sba.gov).

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 contracts identified below, please call Susan Squillace, Purchasing Agent, at (856) 968-2163.

## List of Annual Contracts for DRPA

<u>Service Products</u>	<u>Contract Status</u>
Summer/Winter Work Clothing for <b>DRPA</b>	Bid Process - This purchase will be up for competitive bid in <b>January 2006</b> .
One Year Supply, Bottled Water for <b>DRPA/PATCO</b>	2 <sup>nd</sup> year - This purchase will be up for competitive bid in <b>October 2006</b> .
Summer/Winter Uniforms for Toll Collectors <b>DRPA</b>	Bid Process - This purchase will be up for competitive bid in <b>January 2006</b> .
Lubricants for Bulk Storage Dispensing System for <b>DRPA</b>	DRPA may exercise its 2 <sup>nd</sup> year option in <b>January 2006</b> .
Emergency Generator Maintenance for <b>DRPA</b>	Bid Process - This purchase will be up for competitive bid in <b>February 2006</b> .
Traffic Cones for <b>DRPA</b>	DRPA may exercise its 2 <sup>nd</sup> year option in <b>August 2006</b> .
Trash Removal (Solid, Non-Hazardous) for <b>DRPA</b>	Bid Process - This purchase will be up for competitive bid in <b>January 2006</b> .
Office Paper Products for <b>DRPA/PATCO</b>	DRPA may exercise its 2 <sup>nd</sup> year option in <b>May 2005</b> .
Hazardous Waste Removal for <b>DRPA/PATCO</b>	DRPA may exercise its 2 <sup>nd</sup> year option in <b>February 2006</b> .

**List of Annual Contracts for DRPA** *(continued from page 6)*

<u>Service Products</u>	<u>Contract Status</u>
Office Supplies for <b>DRPA/PATCO</b>	DRPA/PATCO may exercise its 2 <sup>nd</sup> year option in <b>January 2006</b> .
Custom Made Police Uniforms for <b>DRPA/PATCO</b>	PATCO may exercise its 2 <sup>nd</sup> year option in <b>February 2006</b> .
Unleaded Gasoline & Automotive Diesel Fuel for <b>DRPA/PATCO</b> #2 Heating Oil for <b>PATCO</b>	Bid Process - This purchase will be up for competitive bid in <b>August 2006</b> .
Exterminating Services <b>DRPA/PATCO</b>	DRPA/PATCO may exercise its 2 <sup>nd</sup> year option in <b>January 2006</b> .
Weed Control for <b>DRPA/PATCO</b>	Bid Process - This purchase will be up for competitive bid in <b>January 2006</b> .



**List of Annual Contracts for PATCO**

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, Procurement, Records and Stores at (856) 968-2142.

<u>Service Products</u>	<u>Expiration Date</u>
Annual Inspection of PATCO Subway .....	January 2006
Emergency Lighting UPS Units	
Industrial Refuse Disposal Services for PATCO .....	April 30, 2006
Lindenwold Maintenance Facility	
Snow Removal Services for PATCO .....	December 2006
Landscaping Maintenance for PATCO .....	May 2007
Pest Control and Exterminating at PATCO .....	May 2007
Annual Inspection and Service on PATCO .....	May 2007
Fire Alarm Monitoring System	
Annual Inspection and Service of PATCO .....	May 2007
Sprinkler Systems	

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## Upcoming Purchases for January - March 2006



### *for DRPA*

Weed Control for DRPA/PATCO

Winter/Summer Work Clothing – Bridge Operations and Toll Department

Trash Removal (Solid, Non-Hazardous) for DRPA



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*

Nothing to Report



Questions regarding these or any other **PATCO** Purchases should be directed to Thomas J. Zamorski (PATCO Purchasing) at (856) 772-6914 or (215) 992-4600 ext. 6914.

## Other Events of Interest

The following workshops are all being held at the following location:

### **“WOMEN’S BUSINESS DEVELOPMENT CENTER”**

1315 Walnut Street, Suite 1124

Philadelphia

For more information and/or to register call:

(215) 790-WBDC (9232) or Fax (215) 790-9231

### **“ORIENTATION and BUSINESS ASSESSMENT WORKSHOP”**

on

Wednesday, January 11, 2006, from 6:00pm to 7:30pm

Monday, February 13, 2006, from 6:00 pm to 7:30pm

Monday, March 13, 2006, from 6:00pm to 7:30pm

Cost: Free

This workshop is designed for women interested in starting or growing a business. Participants will complete a business development survey tool, discuss their business needs, learn about WBDC resources, and meeting other women business owners.

### **“BEFORE YOU START”**

on

Wednesday, January 18, 2006, from 5:30pm to 9:00pm

Cost: \$35.00

**“Before You Start” can be taken individually or as part of the Jumpstart workshop series.** The workshop will help participants assess their risks, financial issues, and commitment; and evaluate their potential as entrepreneurs; and help them analyze their business skills and business ideas.

**“MARKET RESEARCH”**

on

Wednesday, January 25, 2006, from 6:00pm to 9:00pm

Cost: \$35.00

**“Market Research” can be taken individually or as part of the Jumpstart workshop series.**

The workshop will teach participants what market research is and how to use it to assess the potential of their business idea, and how to do their own market research.

**“FAMILY CHILD CARE ENTREPRENEUR PROGRAM”**

on

Saturday, January 28, 2006 through Saturday, March 25, 2006, from 9:00am to 4:00pm

Lunch included

Learn how to strengthen your family child care business by improving your management and marketing skills. This 11-module training program will help you develop a parent handbook, a business plan, and a resource network.

**“FINANCIAL ANALYSIS”**

on

Wednesday, February 1, 2006, from 6:00pm to 9:00pm

Cost: \$35.00

**“Financial Analysis” can be take individually or as part of the Jumpstart workshop series.**

The workshop will teach participants how to determine start-up costs and how to project sales, cash flow and profit.

**“THE BUSINESS PLAN”**

on

Wednesday, February 8, 2006, from 6:00pm to 9:00pm

Cost: \$35.00

**“The Business Plan” can be taken individually or as part of the Jumpstart workshop series.**

This workshop will teach participants the elements, applications, and contents of a good business plan.

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**“BUSINESS LAUNCH”**

on

Wednesday, February 15, 2006, from 6:00pm to 9:00pm

Cost: \$35.00

**“Business Launch” can be taken individually or as part of the Jumpstart workshop series.** This workshop will help you understand the legal, financial, insurance, employment and tax issues of starting a business.

**“FASTTRAC NEW VENTURE”**

on

Tuesday, February 28, 2006, through to Tuesday, May 2, 2006, from 6:00pm to 9:30pm

A 10-module entrepreneurial training program designed to help you explore the profitability of your business idea through the development of a start-up business plan.

**“LISTENING TO YOUR BUSINESS WORKSHOP”**

on





Thursday, March 30, 2006, from 9:30am to 4:00pm

Cost: \$100

This workshop will take you through a series of activities to discover where your business is today and where you want it to be in three years.



## OBD&EO Information Corner

-  All interested subcontractors, subconsultants and suppliers are welcome to attend Pre-Bid and Pre-Proposal Meetings for DRPA projects, and briefly introduce yourselves to the contractors and consultants present. Information pertaining to these meetings is made available on our website at [www.drpa.org/obdeo](http://www.drpa.org/obdeo). Information on the project planholders and short-listed firms, can be found on the Bids and Contracts section at [www.drpa.org](http://www.drpa.org). For more information call OBD&EO at (856) 968-2270.
  
-  Don't forget to visit OBD&EO's web site at [www.drpa.org/obdeo](http://www.drpa.org/obdeo) for contract opportunities and other important information.
  
-  For upcoming events visit the **Other Events of Interest** section of our website.
  
-  Our next edition edition of *News Alert* will be published on or about **Friday, March 31, 2006**

### Office of Business Development & Equal Opportunity

#### Mission Statement:

*A group of committed individuals dedicated to pursuing equal employment and contracting opportunities for everyone.*

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Questions or comments concerning OBD&EO's *News Alert* may be directed to:  
(856) 968-2270 or (215) 218-3750 ext. 2270

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