

OBD&EO News Alert

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

**JUNE
2008**



**Editor -in- Chief
Urselle M. Garnett
EEO Specialist**

**You can reach
OBD&EO**

by telephone at:

(856) 968.2266

or

**(215) 218.3750,
ext. 2266**

or

(856) 968.2270

www.drpa.org/obdeo

CONTENTS

Spotlight	1
New "elaws"	2
Consultation Meetings	3
DRPA Annual Contracts	4
PATCO Annual Contracts	5
Upcoming Purchases	6
Vendor Expo	7
Information Corner	8

SPOTLIGHT

Envision Consultants

PO Box 536

Mullica Hill, NJ 08062-0536

Phone: (856)223-0800/ Fax: (856)223-8886



Envision Consultants, Ltd. is an established woman-owned business with over 10 years of experience. Our commitment to client satisfaction has resulted in the successful completion of diversified construction projects, from highways, transit systems and industrial buildings to educational facilities throughout the Northeast corridor. Our corporate philosophy is to focus on our clients needs and objectives with individualized and unique project support services, so you can move your projects forward with confidence.

As president and CEO of this program/construction management firm specializing in project controls, Victoria Malaszecki heads an office of fifteen professionals. Envision provides services throughout all phases of a project's life cycle:

- **CPM Scheduling**
- **Cost Estimating**
- **Project Planning**
- **Document Control**
- **Risk Assessment and Reporting**
- **Dispute Resolution/Claims Analysis**
- **Public Outreach**
- **Primavera Service Partner** (*Training, Consulting and Implementation*)

(continued from page 1)

Major projects include the Philadelphia Schools Program Management, New Jersey Schools Program Management, Charlotte Light Rail Project, DRPA/PATCO Southern New Jersey Mass Transit Expansion Study, SEPTA Silverliner Vehicle Program, New Jersey Transit Car Rehabilitation and New Locomotives Projects and THE Tunnel project. “On time and on budget”. When all is said and done, these five words are the ultimate measure of your projects success! Our corporate policy is the focus on our client’s needs and objectives with individualized and unique project support services so you can move your projects forward with confidence. Envision is a certified WBE/DBE/SBE. Please visit www.eclimited.com for detailed information.

U.S. Department of Labor releases new “elaws” tool to help employers comply with recordkeeping, reporting and notice requirements

(Reprinted with permission from the Dept. of Labor)

The U.S. Department of Labor today unveiled an elaws advisor that helps employers determine which of the department’s recordkeeping, reporting and notice requirements apply to them.

The new FirstStep Recordkeeping, Reporting and Notices elaws Advisor has been integrated into a FirstStep suite of advisors that also includes the revised and expanded FirstStep Poster Advisor and FirstStep Employment Law Overview Advisor.

“These Internet tools will make it easier for small business employers to learn about and comply with the federal laws that apply to them,” said Secretary of Labor Elaine L. Chao.

The elaws advisors are free, Web-based tools designed to help employers and workers understand the department’s major employment laws. By asking a series of questions, the advisors simulate a conversation with a Department of Labor expert and guide users to customized information explaining the requirements of each law.

By asking questions such as size of business, location and type of industry through multiple choice or yes and no questions, the FirstStep Employment Law Overview Advisor determines which federal employment laws apply to each user. The advisor then provides information from the Labor Department’s Employment Law Guide on the basic provisions of these laws.

The new FirstStep Recordkeeping, Reporting and Notices Advisor summarizes the paperwork requirements for each law. The FirstStep Poster Advisor, which can be used to download and print off Labor Department posters for free, was revised to include information on where the posters must be displayed in the workplace, and what size and language requirements apply to each.

This suite of FirstStep elaws advisors is available at www.dol.gov/elaws/firststep.

The department offers more than 25 other elaws advisors covering a wide range of employment law topics, such as minimum wage and overtime, child labor, veterans’ workplace rights, health and retirement benefits, and workplace safety and health. For more information, visit www.dol.gov/elaws.

Delaware River Port Authority DBE Methodology and Goal Consultation Meetings

The DRPA receives federal funds from the Federal Transit Administration (FTA) to be used on various projects-typically those related to the PATCO High Speedline. On those projects, where the scope, dollar value, and potential for sub-contracts exists, we establish a DBE goal.

Each year, in August, we submit our proposed DBE goal to the FTA for review and approval. The FTA requires grantees to publish its proposed DBE goal and solicit comments from the public. We published our proposed goal in area newspapers and held public meetings.

On Wednesday, May 14, 2008 and Thursday, May 15, 2008, the Delaware River Port Authority held two public meetings to receive public comments on our DBE Methodology and Goal Consultation Process. The first meeting was held from 9:30am – 11:30am and was attended by 12 people. The second meeting was also from 9:30am – 11:30am on Thursday and had 21 attendees. These meetings were held to inform the public about the process we used to derive our proposed 2009 annual Disadvantaged Business Enterprise (DBE) Goal.

At each meeting, everyone in attendance was advised about all upcoming Engineering FTA-funded projects as well as upcoming Engineering Capital projects by our Chief Engineer. The Purchasing Manager for DRPA & PATCO was also in attendance to answer any Purchasing related questions.

During the public comments portion of each meeting all attendees were afforded the opportunity to make DRPA personnel aware of any problems they have encountered when trying to do business with the DRPA and/or any barriers-to-entry when bidding on federally funded projects with the DRPA.

PUBLIC NOTICE - DBE GOAL

The Delaware River Port Authority (DRPA) hereby announces an overall goal of 10% for Disadvantaged Business Enterprises (DBEs) on Federal Transit Administration (FTA) assisted projects for FY 2009. A description of the goal and how it was determined is available for inspection during regular business hours at the DRPA's offices, One Port Center, 2 Riverside Drive, Camden, New Jersey 08101-1949. Comments on this goal will be accepted by the DRPA until July 16, 2008.

Check It Out!!

Please visit our website www.drpa.org/obdeo to view our new DBE Program section. You can view all upcoming Engineering/Construction Related Projects, Planholders Lists, Pre-Bid/Pre-Proposal meeting times and more!

\$ UPCOMING PURCHASES \$

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.

2008 Annual Contracts for DRPA

Service Products

Contract Status

Trash Removal (Solid, Non-Hazardous) for DRPA	DRPA may exercise its 3 rd year option in May 2010 .
Emergency Generator Maintenance for DRPA	DRPA may exercise its 2 nd year option in March 2009 .
Lubricants for Bulk Storage Dispensing System for DRPA	Bid Process - This purchase will be up for competitive bid in June 2008 .
Hazardous Waste Removal for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in March 2009 .
Office Supplies Products for DRPA/PATCO	DRPA may exercise its 2 nd year option in May 2008 .
Unleaded Gasoline, Diesel Fuel, & #2 Heating Oil for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in January 2009 .
Fuel Tank Maintenance for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in May 2009 .
Traffic Cones for DRPA	Bid Process - This purchase will be up for competitive bid in July 2008 .
Moveable Maintenance Platform Maintenance	Bid Process - This purchase will be up for competitive bid in June 2008 .

List of Annual Contracts for DRPA (continued from page 4)

Service Products	Contract Status
Extermination Services for DRPA	Bid Process - This purchase will be up for competitive bid in July 2008 .
Prescription Safety Glasses for DRPA	Bid Process - This purchase will be up for competitive bid in September 2008 .
Made to Measure Police Uniforms for DRPA/PATCO	DRPA/PATCO may exercise its 3 rd year option in June 2009 .
One Year Supply Bottled Water for DRPA/PATCO	DRPA/PATCO may exercise its 2 nd year option in January 2009 .
Office Paper Products for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in November 2008 .



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.

Service Products	Expiration Date
Industrial Refuse Disposal Services for PATCO Lindenwold Maintenance Facility	April 2009
Landscaping Maintenance for PATCO	December 2008
Pest Control and Exterminating at PATCO	May 2010

“WE VALUE DIVERSITY”

Upcoming Purchases

for June - September 2008

for DRPA

Nothing to Report

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.

Construction/Engineering Projects

For information regarding DRPA's construction/engineering related projects, please visit our website: www.drpa.org/obdeo



"WE VALUE DIVERSITY"



VENDOR EXPO

You are cordially invited to exhibit at the:
"Delaware River Port Authority Vendor Expo"
Geared to Small, Disadvantaged, Minority and Women-owned Businesses.

Date: August 13, 2008

Time: 8:30 a.m. - 1:00 p.m.

Location: The Philadelphia Cruise Terminal at Pier 1
5100 S. BROAD STREET
Philadelphia, PA 19112
(see website for directions)

Special Comments:

Participants will have the opportunity to meet with Operations staff and showcase their commodities and/or services they can provide. To participate as an exhibitor you must be able to demonstrate the ability to accept corporate procurement cards.

Registration:

Registration is limited to the first 40 vendors who respond. There will be tables available for the first 18 companies registered. All other registrants must provide their own table.

Registration deadline is August 1, 2008.

Parking will be available (1½ blocks away from the building)

R.S.V.P:

VICTORIA LOCKERMAN
Telephone: 856.365.2707





Light Refreshments will be served

REGISTER TODAY -- DON'T DELAY!

"WE VALUE DIVERSITY"



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. Information on the project planholders and short-listed firms, can be found on the Bids and Contracts section at 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 for contract opportunities and other important information.
-  For upcoming events visit the **Other Events of Interest** section of our website.
-  Our next edition of *News Alert* will be published on or about
 - **Friday, September 26, 2008**
 - **Friday, December 26, 2008**
 - **Friday, January 30 2009**



If you signed up to receive instant e-mail alerts from our office about upcoming business opportunities, pre-bid/pre-proposal meetings, lists of plan holders, etc. and you find that you are not receiving them, please check your software to make sure our address has not been placed on the list of spam mail. You can also visit our website at www.drpa.org/obdeo to review bid opportunities, get the schedule for upcoming pre-bid/pre-proposal meetings, and other valuable information.

If you are not sure if you are enrolled in the Instant E-Mail Program, call our office at (856)968-2270 and ask for Kathy Coyle Haas.

Office of Business Development & Equal Opportunity

Mission Statement:

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

Questions or comments concerning OBD&EO's *News Alert* may be directed to:

(856) 968-2266 or (215) 218-3750 ext. 2266

Produced by DRPA Printing Services