

Small Works Committee

Meeting Notes 04-12-2024

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Committee Members: (15 positions, 14 members, 5 alternates, 8 = Quorum)

x	Bill Frare, DES – Owner State (Co-Chair)
	Dawn Egbert, Ports
	Bobby Forch Jr., Diverse Business
x	Sharon Harvey, OMWBE
x	Josh Klika, MRSC
x	Scott Middleton, MCAWW
x	Karen Mooseker, School Districts
	Brenda Nnambi, Transit

x	Irene Reyes, Private Industry/ DBEs (Co-Chair)
	Mark Riker, Labor
x	Cathy Robinson, Cities
	Kara Skinner, Insurance/Surety
	Olivia Yang, Higher Education
	Vacant, Counties

Alternates:

	Mark Nakagawara, Cities
x	Angela Peterson, Ports
	Julie Underwood, Cities
	Maja Huff, Higher Education (2)

	Brian Ross, Higher Education (1)
	Reasa Pearson, L&I
	Brenda Portaro, OMWBE

Guests & Stakeholders:

	Cindy Magruder
	Janet Jansen, DES
	Janice Zahn, CPARB Chair
	Jon Rose, MRSC

	Lekha Fernandes, OMWBE
	Lee Lim, OMWBE
	Monique Martinez, DES
	Theresa Gonzales, MRSC

The meeting was called to order at 1:33pm

Discussion Highlights: *Agenda Topic: Continued Discussion of Implementation*

Action: Approve past meeting minutes

Co-Chair Frare requested a motion to approve the minutes from March 8, 2024. Cathy Robinson moved to approve the minutes, and Sharon Harvey seconded the motion. The committee approved the motion by voice vote.

Subcommittee Updates

DES/State: Janet Jansen from DES updated the committee on progress toward the July 1 deadline for launching the new platform. DES is collaborating closely with MRSC, meeting multiple times per week to coordinate the transition process. MRSC will soon provide training for DES project managers prior to accessing the statewide roster. Additionally, coordination efforts are underway for migrating the DES roster to the MRSC roster. DES will also participate in two upcoming MRSC events scheduled for May.

MRSC: Jon Rose reported that MRSC will conduct two trainings for agencies in May, as Janet mentioned. There has been significant interest from local governments, with over 400 registrations for the two sessions to date. The trainings will cover platform updates and provide guidance on policies and procedures. MRSC will collaborate with DES, OMWBE, the Public Works Board at the Department of Commerce, and other stakeholders during the sessions.

Co-Chair Reyes shared recent feedback from a frustrated business owner who encountered a barrier when prompted to pay for bid eligibility information. Jon clarified that MRSC's role doesn't involve actual project bidding; rather, its roster platform facilitates connections between businesses and agencies without charging fees. The situation described by the business owner is determined by the agencies themselves. Theresa suggested that the agency may have utilized an electronic bidding service that requires fees, as not all such services do. Agencies select which service to use. Co-Chair Reyes requested MRSC to advocate for agencies to avoid services that charge fees for accessing bid documents. Josh and Jon acknowledged the feedback and expressed appreciation for it.

Cathy highlighted that agencies have the option to absorb fees associated with electronic bidding services instead of passing them on to potential contractors and bidders, based on her experience. Jon indicated that plan centers may still charge fees, particularly for smaller agencies posting jobs there. Both MRSC and DES utilize Bonfire eProcurement Solution with the condition that no fees are

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imposed on businesses. While many agencies have adopted this approach through MRSC's advocacy, some still rely on the legacy model.

Lekha Fernandes proposed exploring potential legislation to mandate free access to all bid lists for small businesses, regardless of the posting agency. This includes both access to MRSC and the ability to bid at no cost. Determining the extent of these costs could inform legislative action on the matter.

Janice Zahn emphasized the importance of the Small Works Committee presenting legislative language to CPARB for eliminating the obstacle of payment required to access bid documents. Jon committed to following up with Janice and Co-Chair Frare to discuss an ongoing proposal with the Department of Commerce aimed at tackling this issue.

OMWBE: Sharon informed the group that OMWBE launched their Public Works Small Business Enterprise (PWSBE) certification on April 9. She emphasized that OMWBE's state certifications will remain free until at least June 2025. Additionally, a flyer detailing the benefits of the PWSBE certification has been released. OMWBE has actively been presenting and promoting the new certification to various small business groups. Furthermore, they are collaborating with MRSC and Apex Accelerator to spread awareness about the PWSBE certification. Sharon urged partners to join efforts in promoting the certification to help populate the Small Works Rosters and trigger the six certification business rule.

L&I: No discussion occurred regarding L&I as no representative from the organization was present. Co-Chair Frare noted that L&I's involvement with the committee has concluded.

New Business: Current Summary of Legislative Issues

Co-Chair Frare highlighted some new legislative developments, including Senate Bill 6040 concerning prompt pay, which is being discussed in the BE/DBI Committee, and Senate Bill 6192 regarding prompt change orders, which DES is addressing. Additionally, the Nothing About Us Without Us legislation emphasizes inclusivity in committees and policy work.

Co-Chair Reyes expressed interest in understanding how momentum is being generated among small businesses to prepare for the changes effective July 1. Co-Chair Frare outlined efforts by DES and MRSC through trainings, as well as notifications sent by the current Small Works Roster program to private businesses. Jon added that MRSC, OMWBE, and Apex Accelerators are collaborating on a coordinated marketing plan to inform businesses and agencies. He assured ongoing engagement and education efforts by MRSC to ensure all parties understand and adapt to new policies and procedures in the coming years.

Co-Chair Reyes requested that DES and MRSC deliver a presentation at the Association of Women and Minority Businesses to showcase the new system and provide a demonstration. Janet proposed scheduling this training for June, closer to the launch of the new system, to ensure timely and relevant information for the attendees.

Next Meeting:

The next meeting will be on May 10 at 1:30pm with the same agenda.

Action Items:

1. Jon to follow up with Janice and Co-Chair Frare regarding a current proposal with Department of Commerce that is intended to address the barrier of payment required to view bid documents.
2. Jon to connect with Co-Chair Reyes regarding scheduling a training for the Association of Women and Minority Businesses to happen in June.

Meeting adjourned at 2:20 pm

Co-Chair Frare called the meeting to close.

References/Resources:

- None