

# Minutes



## DISABILITY BUSINESS ENTERPRISE COMMITTEE

Wednesday October 11, 2006 9 AM to 10:30 AM

Governor's Commission on Disabilities

John O. Pastore Center, 41 Cherry Dale Court

Cranston, RI 02920

(e-mail) [disabilities@gcd.ri.gov](mailto:disabilities@gcd.ri.gov)

(website) [www.disabilities.ri.gov](http://www.disabilities.ri.gov)

### Attendees:

Bill Nieranowski (Chair); Andy Argenbright; Paul Grenon; Paul Harden; Fran Belasco; and Kevin McKale

Linda Roche (awaiting appointment) & Christine Botts; (Staff)

### Excused:

Monica Dzialo and Dodie McShane

## Minutes

### 1 Call to Order Bill Nieranowski, Chair.

Discussion: Chair calls the meeting to order at 9:05 AM.

Motion: To accept the minutes of the last meeting as presented. PG/KM passed unanimously

### 2 Recycling Program Chris Botts

C. Botts discussed how the Department of Administration and the Department of Purchasing want to develop a recycling program for the disability businesses that are certified DBE's. There is an existing contract that is due to expire in June 2007. The Cranston Arc and the Arc of Blackstone Valley have established businesses in document destruction and recycling. These businesses want to prepare a proposal for a recycling program that can start in the springtime for 3 buildings in the John O. Pastore Center. C. Botts will coordinate a meeting with Rory Carmody, Cranston Arc and Barbara Lindsay, Arc of Blackstone Valley within the next few weeks. Paul Harden suggested getting a copy of the existing contract to learn more about what is involved and what is written in the existing contract.

### 3 DBE Expo Chris Botts

The Division of Purchasing had a business expo last month for any vendors that wanted to learn how to do business with the state. Many of the DBE's attended this event. The state will offer another expo in the spring for all vendors. This will give the DBE's an opportunity to showcase their products and services to the purchasing agents and agency

buyers.	
<b>4. DBE Regulations</b>	<b>Linda Roche</b>
Linda Roche informed the DBE committee about the regulations. The legal department is currently reviewing the DBE regulations and will update the committee in the next month. Linda expects to have a copy of the regulations by our next meeting in January.	
<b>5. DBE Goals</b>	<b>Bill Nieranowski</b>
<p>Bill Nieranowski reviewed the planned goals and activities for the DBE program.</p> <ul style="list-style-type: none"> <li>• Increase the number of contracts awarded to the DBE's. Would like to see 7 contracts awarded in FY '07</li> <li>• Offer a follow-up training to DBE's on Trade Shows before the DoP has their vendor fair this fall</li> <li>• Develop a training plan for future DBE training</li> <li>• Increase program awareness with State agency buyers</li> <li>• Increase awareness of the State agencies and their buyers with the DBE's</li> <li>• Increase the dollar volume of contracts awarded to DBE's</li> <li>• Increase the number of DBE's</li> </ul>	
<b>6. DBE Training</b>	<b>Chris Botts</b>
<p>C. Botts surveyed the DBE's on what kind of training they wanted in the next year.</p> <p style="text-align: center;">Recommended DBE Training DBE Meeting 10-11-06</p> <ol style="list-style-type: none"> <li>1. Training with Department of Purchasing to provide a better understanding that additional dollars spent on overhead (staff/agency support) may be recouped through federal reimbursement.</li> <li>2. A training from Purchasing to other vendors to encourage them to partner with and/or hire the DBE's.</li> <li>3. Training for low cost marketing ideas that have worked for other DBEs.</li> <li>4. Training on how to raise money – grant writing, partnering with a business..</li> <li>5. Basic business and accounting</li> <li>6. Board development and staff development training</li> <li>7. Expo training to prepare the DBE's on how to sell to the state buyers and Purchasing Dept.</li> <li>8. Networking opportunities</li> <li>9. RI state purchasing bidding process</li> </ol>	
<b>6. Update on DBE Bid Activity/Contract Awards</b>	<b>Chris Botts</b>

RI State Purchasing Bid Opportunities

**April 2006**

- B06225 Bags/Tshirts Potential Bidder Trudeau Center
- B06179 Janitorial Services E-911 Cranston Arc lost bid
- URI -Grocery Bid Pandora's Products lost bid
- RIC- Grocery Bid Potential Bidder Pandora's Products

**May 2006**

**B06216 Grounds Maintenance DLT Arc of Northern RI won Contract**

**June 2006**

B06327 Janitorial- Warwick Family Center Cranston Arc lost bid

**July 2006**

B06425 Shredding Services RIC Cranston Arc lost bid

**September 2006**

7002190 Shredding Services CCRI Potential Bidder CranstonArc

**Contracts Under Evaluation**

- 7001043 Janitorial Services Board of Elections Cranston Arc bid
- 7002183 Janitorial Services-Benjamin Rush LPastuer Cranston Arc bid
- 7002246 Catering/Prisoner Lunches Cookie Place bid

<b>7. Election of Vice Chairperson</b>	<b>Bill Nieranowski</b>
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The DBE committee agreed by consensus to continue with Paul Grenon as the Vice Chair of the DBE Committee.

<b>8. Adjournment</b>	<b>Bill Nieranowski</b>
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Motion to adjourn at 10: 24 PG/KM passed unanimously