



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

May 30, 2018

Orientation 101: DBE Orientation

Owners of new and recertifying Disadvantaged Business Enterprises (DBEs) must attend DBE Orientation.

In order to successfully bid as a new or recertifying firm, the disadvantaged owner(s) and/or company officer(s) must attend Orientation. To receive credit attendees must stay for the entire duration of the program. Other key employees of DBE firms are encouraged to register, especially those who are vital to your firm's advancement.

Feel free to dress business casual as this is an interactive session where you will receive valuable information about MDOT's contracting, bidding processes and Support Services Program. We will answer frequently asked questions as well as take time to hear and respond to your specific questions and concerns as we discuss the following:

- How to maintain your certification, correctly complete the New Annual Affidavit and find MDOT forms.
- Who should be prequalified and how to maintain it?
- The Small Business Program (for all small construction and service firms)
- Prompt Pay and Wage Rate Update
- When are you not performing a Commercially Useful Function (CUF)?
- When can you bid as a prime and who can bid as a subcontractor?
- Who are reimbursement for and when and how can you obtain them?
- The importance of networking & how do you build a pool of DBEs with whom you can partner?
- Are there contractual opportunities beyond MDOT and who are MDOT's partners?
- What programs, workshops or individuals are available to assist you as a DBE?
- Small Business Short-Term Lending Program and the Bonding and Education Program.

To register, please call Kathleen Jones toll free at (313) 965-2350 or register by email at JonesK49@michigan.gov . **Register to confirm your attendance.**

Thursday, June 28, 2018

9:30 am – 3:30 p.m.

**MDOT - Detroit Operations and Service Center
Fisher Conference Room – 2nd Floor
Parking in rear of building
1060 W. Fort St. – Detroit, MI 48226**