

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

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SPOTLIGHT



The Ergonomic Group, Inc (EGI) was founded in 1984 by Kim Girards, President and CEO. Its headquarters location is Garden City Park, NY. For the past 20 years EGI has focused exclusively on providing best-of-breed solutions in the information technology field. EGI employs more than 200 Professionals; 55-60% are members of its Technical Staff. EGI is financially solid and is privately held.

EGI develops and implements Information Technology solutions in six focus areas:

- **Networking**
- **Storage**
- **Security**
- **Compliance**
- **Capacity Planning**
- **Lifecycle Management**

EGI maintains a strong commitment to quality, which is evident by its ISO 9001 certification. ISO specifications drive all internal processes as well as procedures for managing its Customer Configuration & Integration Center, a resource made available to prospects and/or clients to test solutions before deploying them on a large scale.

EGI surrounds its clients with the following customer centric services. Financial Services, Customer Support, Configuration Support, Customer Integration Lab, Web Procurement, Professional Services, Vendor Management and Marketing.

The EGI client list includes companies such as Partners HealthCare, The City of Hartford, Northeast Utilities, ESPN, TD Waterhouse, Canon, The Royal Bank of Scotland, MFS Investment Management to name a few. Additional information can be provided on any of the above clients. EGI has more than 400 customer engagements.

With EGI's expertise and commitment to customer satisfaction, its singular agenda is to help clients like DRPA solve their unique business and IT challenges.

For additional information about EGI please visit their web site www.ergogroup.com or contact Ric Carpenter, IT Sales Consultant @ 609-945-8664 or email ric.carpenter@ergogroup.com

The SBA offers free on-line training: A Small Business's Guide to Getting a Piece of the Federal Contracting Pie

☞ As a small business owner, have you ever wondered how you could market your product to the Federal Government, get a federal contract and be a part of the more than \$300 billion dollar federal marketplace?

☞ While it's not necessarily easy, and success is not guaranteed, thousands of small businesses have been successful. In 2006, the federal government purchased more than \$110 billion dollars worth of goods and services from small businesses through prime and subcontracting procurements.

☞ The SBA is offering a series of free interactive, on-line seminars to help small businesses understand the procurement process. Those wishing to participate in the upcoming training sessions must register on line at www.sba.gov/pa/phil under the "What's New" section. Participants will receive an email with detailed instructions on how to join the online workshops. The workshops are scheduled for July 11th, July 18th and August 15th at 9 am.

☞ Don't miss this opportunity to learn more about the SBA's 8(a) Business Development Program, Small Disadvantaged Business Program, and the Historically Underutilized Business Zone Program.

☞ All of SBA's contracting programs have one underlying goal: To level the playing field for small businesses, especially women, veteran, and minority-owned small businesses. By providing preferences to small businesses, these contracting programs stimulate economic development and create jobs.

☞ Small business owners who prefer to receive training in person should attend one of the free informational sessions. The sessions are held on the 4th Thursday of every month at 9am in the Philadelphia District Office, 900 Market Street, 5th Floor, Philadelphia, PA.

For information on SBA's programs and services in Eastern Pennsylvania contact the Philadelphia District Office at 215-580-2722. You may also visit the Philadelphia District Office Web site at www.sba.gov/pa/phil.

Exciting News for Small Businesses

Did You Know....

IRS Starts e-Newsletter Just for Small Businesses

The IRS has started a news service, *e-News for Small Business*. Distributed every Wednesday, it brings timely, useful tax information right to your computer, including, but not limited to:

- Important, upcoming tax dates
- What's new on the IRS Web site
- Reminders and tips to assist businesses with tax compliance
- IRS news releases and special IRS announcements

e-News' convenient format will put IRS tax information at your fingertips. "Useful Links" brings you quickly to some of the most useful information on IRS.gov for large and small businesses and the self-employed.

To start your FREE subscription to e-News, just go to IRS.gov at <http://www.irs.gov/businesses/small/content/0,,id=154826,00.html>, type in your e-mail address and submit.

IRS and SSA Partner to Publish SSA/IRS Reporter Newsletter

The SSA/IRS Reporter is a collaborative effort between the Social Security Administration, the Internal Revenue Service, and others. It primarily communicates messages to employers that support employment and business tax compliance, with an emphasis on educating and encouraging electronic filing. The Reporter also carries general information about best payroll and employment tax

practices and IRS and SSA products and services.

The quarterly publication is mailed to approximately 6 million businesses in the U.S., Puerto Rico, and the American Protectorates – one of the largest distributions of any government newsletter.

Past issues, in English and Spanish, are available on IRS.gov <http://www.irs.gov/businesses/small/article/0,,id=109886,00.html>.

"WE VALUE DIVERSITY"

**NEW JERSEY COMPETITIVE PURCHASES
SECOND ANNUAL "AVENUES OF OPPORTUNITY
FOR SMALL BUSINESSES"
NEW JERSEY INSTITUTE OF TECHNOLOGY
MAY 15, 2007**

On May 15, 2007 the New Jersey Interagency Coordinating Committee, in conjunction with Wachovia Bank, hosted the second annual New Jersey Competitive Purchases, "Avenues of Opportunities for Small Businesses" at the New Jersey Institute of Technology, Newark, NJ. Small businesses were provided the opportunity to network with procurement professionals throughout the state and quote on various requirements that the agencies had.

In addition to the members of the New Jersey Interagency Coordinating Committee (Delaware River Port Authority, the Port Authority of NYNJ, New Jersey Transit, New Jersey Turnpike Authority, South Jersey Transportation Authority, Delaware River Joint Toll Bridge Commission, New Jersey Sports & Exposition Authority, New Jersey Water Supply Authority, Burlington County Bridge Commission and the New Jersey Meadowlands Commission), additional state agencies were invited to participate at the event. **Participants included:**

- New Jersey Commerce, Economic Growth & Tourism Commission
- New Jersey Small Business Development Center
- New Jersey Division of Purchase & Property
- Rutgers University
- Newark Public Schools
- University of Medicine & Dentistry of New Jersey
- County of Essex
- New York & New Jersey Minority Supplier Development Council
- Hudson County
- City of Newark

Guest speakers included Cory Booker, Mayor, Newark, NJ, Joseph N. DiVincenzo, County Executive, Essex County; and Frances E. Blanco, Director of Minority and Women Business Development, Office of Economic Growth, State of New Jersey.

The event was attended by 125 small businesses. **As a result of the event, awards to small businesses totaling approx. \$150,000.00 were made by the participating state agencies.**

The feedback from the small business community has been positive. Comments received were that the event was well organized, was a great opportunity to meet with all the agencies under one roof and walk away with an opportunity to do business based on the competitive bid process.

"WE VALUE DIVERSITY"

The New Jersey Interagency Coordinating Committee considers “Avenues of Opportunities for Small Businesses” a huge success. Future events will continue to be held on an annual basis with the focus on increasing the number of corporate participation and the amount of awards to small businesses.



Center: DRPA Purchasing Mgr. Stephen D. Suder



From Top Left: Howard Korsen, DRPA Contract Administrator, Stephen D. Suder, DRPA/PATCO Purchasing Mgr., Thomas Zamorski, PATCO Purchasing Agent, Jack Costello, DRPA Purchasing Specialist

Delaware River Port Authority 1st Quarter 2007 - Summary of Purchase Orders Awarded to M/WBE Vendors

<p>503 Corp (MBE) Janitorial Supplies \$843.77</p>	<p>Joan Stevens (WBE) c/o Kaesar and Blair Inc. Advertising Specialties \$132.61</p>
<p>A & A Glove & Safety Co (MBE) Safety Supplies \$1,516.35</p>	<p>Jupiter Painting Contracting Co., Inc. (WBE) Repairs to the Broad St. Overpass \$30,791.00</p>
<p>Amazing Balloons (WBE) String of Pearl Arch \$3,970.05</p>	<p>Pine Run Construction (WBE) Above Ground Storage Tank \$650.00</p>
<p>BDF Industrial Fasteners (MBE) Fasteners \$181.10</p>	<p>R.F. Design & Integration, Inc. (WBE) Radio System, Recording Implementation \$1,750.00</p>
<p>Blue Hen Promotions, Inc. (WBE) Advertising Specialties \$2,850.66</p>	<p>Robert T. Winzinger Inc. (WBE) Blanket Purchase Order for Wood Disposal \$5,000.00</p>
<p>Chestnut Marketing Groups (MBE) Continuous Forms \$1,538.60</p>	<p>Scott Testing Inc. (WBE) Repair and Calibrate Phila. Substation \$39,003.00</p>
<p>Garden State Highway Products (WBE) Highway Materials \$6,078.96</p>	<p>Software House International (MBE) ZoneAlarm Pro 10 User – 1 Year Update \$386.00</p>
<p>Glassman Agents (WBE) Blanket Purchase Order for Glass and Supplies \$3,000.00</p>	<p>Standard Office System (WBE) Sharp Fax Machine \$1,089.00</p>
<p>Graves Uniforms (WBE) Uniforms \$670.51</p>	<p>This and That Uniforms (WBE) Uniforms \$176.00</p>
<p>Ideas Unlimited Corp (MBE) Office Supplies \$5,699.11</p>	<p>W. Hargrove Recycling, Inc. (MBE) Blanket Purchase Order for Concrete Disposal Services \$3,000.00</p>
<p>Irvine Fire Protection (WBE) Safety Supplies, Fire Extinguisher Annual Maintenance Contract \$7,450.00</p>	

Special Recognition

OBD&EO staff would like to commend staff at the Ben Franklin Bridge for their consistently strong P-Card participation among M/WBEs. The staff has been proactive when it comes to soliciting opportunities to do business with minority and women-owned businesses. Their statistics are impressive.

Delaware River Port Authority
Procurement Card (P-Card) Program
 For the Benjamin Franklin Bridge

April 2007 – May 2007

Total \$ P-card Purchases	Total \$ P-card Purchases with MBEs / WBEs	% Awarded to MBEs / WBEs
\$57,826.36	\$3,423.42	5.92%
Total P-Card Transactions	Total P-card Transactions with MBEs / WBEs	% of Total P-card Transactions with MBEs / WBEs
292	13	4.45%

"WE VALUE DIVERSITY"



2008 DBE Methodologies & Goal Consultation Meetings

The Delaware River Port Authority's Office of Business Development & Equal Opportunity would like to consult with Disadvantaged Business Enterprises and minority and women's organizations on its 2008 DBE goal for participation on projects funded by the US DOT.

- ▶ **Don't miss this opportunity** to meet with DRPA personnel to assist in development of the Authority's 2008 DBE Methodology Goal.
- ▶ This is an opportunity for you to share your experiences on barriers encountered upon entering the federally-funded contracting arena.

Where:

Delaware River Port Authority
One Port Center
2 Riverside Drive
Camden, NJ 08101-1949

Date:

Monday, July 16, 2007 or Thursday, July 19, 2007

Time:

9:00 – 11:00 am

Location:

Board Room, 11th Floor

To register, please contact **Victoria Lockerman** at (856) 365-2707 or email at valockerman@drpa.org.

\$ **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.

List of Annual Contracts for DRPA

Service Products	Contract Status
Summer/Winter Work Clothing for DRPA	DRPA may exercise its 2 nd year option in July 2007 .
One Year Supply, Bottled Water for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in October 2007 .
Summer/Winter Uniforms for Toll Collectors DRPA	DRPA may exercise its 3 rd year option in August 2008 .
Lubricants for Bulk Storage Dispensing System for DRPA	DRPA may exercise its 2 nd year option in January 2008 .
Emergency Generator Maintenance for DRPA	DRPA may exercise its 2 nd year option in April 2007 .
Traffic Cones for DRPA	Bid Process - This purchase will be up for competitive bid in June 2007 .
Trash Removal (Solid, Non-Hazardous) for DRPA	DRPA may exercise its 2 nd year option in March 2008 .
Office Paper Products for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in August 2007 .
Prescription Safety Glasses for DRPA	Bid Process - This purchase will be up for competitive bid in September 2007 .

List of Annual Contracts for DRPA *(continued from page 9)*

Service Products	Contract Status
Office Supplies for DRPA/PATCO	DRPA may exercise its 2 nd year option in May 2008 .
Custom Made Police Uniforms for DRPA/PATCO	Bid Process - This purchase will be up for competitive bid in April 2007 .
Unleaded Gasoline & Automotive Diesel Fuel for DRPA/PATCO #2 Heating Oil for PATCO	DRPA may exercise its 2 nd year option in June 2007 .
Hazardous Waste Removal for DRPA/PATCO	DRPA may exercise its 2 nd year option in May 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 2008
Snow Removal Services for PATCO	December 2007
Landscaping Maintenance for PATCO	December 2008
Pest Control and Exterminating at PATCO	May 2007

Upcoming Purchases for June - September 2007

for DRPA

Unleaded Gasoline & Automotive Diesel Fuel for DRPA & PATCO
Exterminating Services for DRPA & PATCO



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.





2007 Upcoming Events

The Delaware River Port Authority Presents: Managing an Effective Safety Program – A Workshop for Small Businesses- co-hosted by Maryann McBride of Occupational Safety Services, Inc.

Don't miss this opportunity to learn the elements necessary for achieving a safe and healthy workplace as required by the OSHA standards.

The following will be highlighted: Management Commitment Goals, Objectives, & Policies Training & Recordkeeping Requirements, Inspections & Accident Investigations & What to Expect in an OSHA Inspection

Tuesday, September 18, 2007, 8:00 am – 11:00am

(Breakfast will be served)

**Delaware River Port Authority,
One Port Center, 2 Riverside Drive
Board Room, 11th floor
Camden, NJ 08101**

Seating available for the first 65 people only...register now!! Contact Kathy Coyle Haas – 856-968-2270 or Urselle M. Garnett – 856-968-2266

DELAWARE SMALL BUSINESS DEVELOPMENT CENTER TO HOLD PROCUREMENT EXPO SEMINARS

Seminar Series to Focus on What Small Businesses Need to Do to Sell to Large Corporations and Agencies

The workshops will be held at the Delmarva Power/Conectiv Conference Center in Newark, Delaware, beginning on June 27, 2007. A panel of agency and corporate sponsors will discuss the hurdles that they encounter which prevent small businesses from becoming one of their vendors.

The workshops are scheduled as follows:

- **June 27, 2007 8:30a.m.–noon (Continental Breakfast 7:30 – 8:30)**
What corporations and agencies expect from small businesses
- **July 25, 2007 8:30a.m.–noon (Continental Breakfast 7:30 – 8:30)**
Your finances are important
- **August 22, 2007 8:30a.m.–noon (Continental Breakfast 7:30 – 8:30)**
How to improve your sales presentations to buyers
- **September 26, 2007 8:30a.m.–noon (Continental Breakfast 7:30 – 8:30)**
Legal issues in the contracting arena — the fine print you need to watch for
- **October 24, 2007 8:30a.m.–noon (Continental Breakfast 7:30 – 8:30)**
Advice from the pros – successful contracting and how they did it

Those wishing to attend the workshops can register online at www.delawarecontracts.com or call Diane Seymour at (302) 831-0783. The cost for the entire series is \$50 or \$15 for individual sessions; businesses can register for individual workshops separately. Businesses interested in sponsoring this year's workshop events can also call Diane Seymour at (302) 831-0783.

The following events will be held by the Women's Business Development Center:

Orientation and Business Assessment Workshop – Mon., July 9, 2007, 6:00pm – 7:30pm, Thurs., August 2, 2007, and Weds., September 5, 2007, Cost: Free

Before You Start – Mon., July 16, 2007, 5:30 pm – 9:00pm, Cost: \$35.00

Market Research – Mon., July 23, 2007, 6:00pm – 9:00pm, Cost: \$35.00

Financial Analysis – Mon., July 30, 2007, 6:00pm – 9:00pm, Cost: \$35.00

The Business Plan – Mon., August 6, 2007, 6:00pm – 9:00pm, Cost: \$35.00

Business Launch – Mon., August 13, 2007, 6:00pm – 9:00pm, Cost: \$35.00

Money Talks – Tues., August 21, 2007, 6:00pm – 8:00pm, Cost: \$10.00

Family Child Care Business Forum, Mon. September 10, 2007, 6:30pm – 8:30pm, Cost: \$5.00

FastTrac New Venture, Tues., September 25, 2007 through November 27, 2007, 6:00pm – 9:30pm

Family Child Care Entrepreneur Program, Sat. September 29, 2007 through December 1, 2007, 9:00am – 4:00pm (lunch will be provided)

**Pre – registration is required for all of the above listed events
For more information call: (215)790-WBDC (9232) or Fax: (215)790-9231**

“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 28, 2007**
 - **Friday, December 28, 2007**
 - **Friday, March 28, 2008**

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

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