

OBD&EO OBD&EO



March 2013

Editor -in- Chief Kathleen Coyle-Haas EEO Specialist

You can reach the Office Of Business Development & Equal Opportunity by telephone at: (856) 968.2270

www.drpa.org/obdeo

OBD&EO
News Alert\Staff Contributors:
Toni P. Brown

Chief Administrative Officer

CONTENTS

Spotlight1
Abstract Door Co. (continued)2
Policy Statement3
DRPA Annual Contracts4
PATCO Annual Contracts5
Upcoming Purchases5
Upcoming Events6,7
Information Corner8

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

Celebrating Women's History Month

Spotlight

ABSTRACT OVERHEAD DOOR COMPANY, INC.

1911 Pennsylvania Avenue Croydon, Pennsylvania 19021 215-781-1500 www.abstractdoor.com

bstract Overhead Door and Fence Company, Inc. is a major leader in the overhead door industry serving the tri-state area.

Abstract specializes in sales, service, and installation of commercial and industrial overhead doors, high speed rolling doors, fire doors, metal pass doors, security doors and gates, loading dock equipment and seals,

fence, gates, and motor operators. Abstract also specializes in door opening and loading dock preparation, along with bollards and guard rail protection systems.

With the ability to maintain a complete line of inventory and commitment to offer 24 hours a day 7 days a week emergency service, Abstract is a top competitor in our area. With fully equipped service vehicles and skilled



technicians working together with our management team, Abstract strives to provide exceptional service to all our customers. Abstract also offers complete preventative maintenance programs and annual fire door testing.

Founded in 1990, and focusing on our mission, core values, and strive for 100% customer satisfaction, has been the key to our success. Abstract's customer base continues to steadily grow, currently working with local firms such as The United States Mint, Philadelphia Int'l Airport, British Airways, University of Pennsylvania, and Amtrak, just to name a few.

Abstract is very proud to be a certified Women's Business Enterprise (WBE).

For more information on **Abstract Overhead Door and Fence Company**, please visit our web site www.abstractdoor.com or call our office 215-781-1500 and speak to one of our sales or construction managers. Also follow us on facebook at http://www.facebook.com/pages/Abstract-Overhead-Door-Company/116787158382553.

(continued from page 1)





ABSTRACT OVERHEAD DOOR COMPANY, INC.







Policy Statement

(26.1, 26.23)

The Delaware River Port Authority (DRPA) opposes unlawful discrimination of any kind. The DRPA is an Equal Employment Opportunity Employer/Contractor, and is firmly committed to providing equal employment and business opportunities for all persons.

The Delaware River Port Authority receives Federal financial assistance from the Department of Transportation, Federal Transit Administration (FTA), and as a condition of receiving this assistance, the Delaware River Port Authority has signed an assurance that it will comply with 49 CFR Part 26. Accordingly, the Delaware River Port Authority has established a Disadvantaged Business Enterprise Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. Our program was recently amended, as required by law, to include an element designed to foster small business participation. Our program is narrowly tailored in accordance with applicable law.

Toni P. Brown, Chief Administrative Officer at the Delaware River Port Authority, has been delegated to serve as the Authority's Disadvantaged Business Enterprise Liaison Officer (DBELO). As the DBELO, Ms. Brown is responsible for implementing all aspects of the Delaware River Port Authority's DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the Delaware River Port Authority in its financial assistance agreements with the Department of Transportation.

Delaware River Port Authority distributes this policy statement to DBEs and non-DBEs who perform work on DOT-assisted contracts or who may have an interest in performing work for us in the future. We include the statement in all bid and proposal documents, and also distribute copies of it to the bidders and proposers at all pre-bid/pre-proposal meetings for FTA-assisted projects. The statement is published in our quarterly newsletter, and can be found on our website. Information about our DBE program may also be obtained by contacting the Delaware River Port Authority's Office of Business Development & Equal Opportunity at (856) 968-2270 or (215) 218-3750, extension 2270. You may access the Office of Business Development & Equal Opportunity's link directly at www.drpa.org/obdeo.

Jơnn J. Matheussen

Chief Executive Officer DRPA

President PATCO

March 2013



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, Manager, Procurement & Stores, DRPA/PATCO at (856) 968-2163.

1		2013 Annual Contracts for DRPA		
		Service Products	Contract Status	
	1)	Trash Removal (Solid, Non-Hazardous) for DRPA		
	2)	Emergency Generator Maintenance for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>June 2013</i> .	
	3)	Lubricants for Bulk Storage Dispensing System for DRPA	DRPA may exercise its 2 nd year option in	
	4)	Hazardous Waste Removal for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>April 2013</i> .	
	5)	Office Supplies Products for DRPA / PATCO	DRPA may exercise its 2 nd year option in <i>October 2013</i> .	
	6)	Unleaded Gasoline, Diesel Fuel, & #2 Heating Oil for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>April 2013</i> .	
	7)	Fuel Tank Maintenance for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>December 2013</i> .	
	8)	Traffic Cones for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>October 2013</i> .	
	9)	Moveable Maintenance Platform Maintenance	Bid Process - This purchase will be up forcompetitive bid in <i>May 2013</i> .	
	10)	Extermination Services for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>April 2013</i> .	
	11)	Prescription Safety Glasses for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>October 2013</i> .	
	12)	Measure to Fit Police Uniforms for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>July 2013</i> .	
	13)	One Year Supply Bottled Water for DRPA / PATCO	DRPA may exercise its 2 nd year option in <i>March 2014</i> .	
	14)	Office Paper Products for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>November 2013</i> .	

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 Susan Squillace, Manager, Procurement & Stores at (856) 968-2163.

SERVICE PRODUCTS EXPIRATION DATE

UPCOMING PURCHASES FOR 2013

For DRPA - 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.

(Nothing to Report)

For PATCO - 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.

(Nothing to Report)



UPCOMING EVENTS

The following events are being hosted by the Women's Business Development Center (WBDC), 1315 Walnut Street, Suite 1124,
Philadelphia, PA 19107-4711.

Pre-registration is required for all events listed, for more information please call (215)790-WBDC (9232) or fax (215)790-9231 or visit them on the web at www.womensbdc.org.

New E-Learning Classes – New 6-week sessions begin monthly – These courses are ideal for existing or aspiring entrepreneurs and their employee. **When:** April 17, 2013, May 15, 2013, and June19, 2013. Choose from over 25 courses in the following categories: Start Your Own Business, Accounting & Finance, Business communication, Web Technology, Management & Leadership, Marketing Sales, and Non-Profit & Grant Writing **Cost:** \$99.00 per course. To view the complete catalog and to enroll, visit www.ed2go.com/wbdconline.

ORIENTATION and **BUSINESS ASSESSMENT WORKSHOP** – When: Thursday, April 11, 2013, **Time:** 6:00 – 7:30 pm, **Cost:** Free – This workshop is designed from women interested in starting or growing a business.

ORIENTATION and **BUSINESS ASSESSMENT WORKSHOP** – **When:** Thursday, May 2, 2013, **Time:** 6:00 – 7:30 pm, **Cost:** Free – This workshop is designed from women interested in starting or growing a business.

NxLevel® Growth Venture – **When:** Wednesday, May 22, 2013 through Wednesday, July 31, 2013, **Time:** 9:30 a.m. – 4:30 pm, **Cost:** \$425.00 – Pre-registration is required by May 10, 2013. A 5 session training program designed to encourage business expansion. If focuses on teaching the art of better business practices white producing a comprehensive business plan to guide business expansion. Targeted specifically to entrepreneurs who have three years or more experience in running their businesses.

UPCOMING EVENTS (continued from page 6)

JumpStart: "BEFORE YOU START" – When: Thursday, May 30, 2013, Time: 5:45 – 9:00 p.m. Cost: \$35.00 - The workshop will help participants assess their risks, financial issues, and commitment; evaluate their potential as entrepreneurs; and help them analyze their business skills and business ideas. "JumpStart: Before You Start" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

ORIENTATION & BUSINESS ASSESSMENT WORKSHOP - When: Tuesday, June 4, 2013, **Time:** 6:00 – 7:30 pm, **Cost:** Free – This workshop is designed from women interested in starting or growing a business.

JumpStart: "Market Research" – When: Thursday, June 6, 2013, **Time:** 6:00 – 9:00 p.m. Cost: \$35.00 – The workshop will teach prospective business owners how to assess the feasibility of their business ideas. "Market Research" can be taken individually or as part of the JumpStart workshops series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

JumpStart: "Financial Analysis" – When: Thursday, June 13, 2013, **Time:** 6:00 – 9:00 p.m. **Cost:** \$35.00 – The workshop provides prospective business owners financial basics critical to business success. "Financial Analysis" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

JumpStart: "The Business Plan" – When: Thursday, June 20, 2013, Time: 6:00 – 9:00 p.m. Cost: \$35.00 - This workshop helps prospective business owners plan for growth and profitability. "The Business Plan" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

FINDING YOUR FUNDING – When: Monday, June 24, 2013, **Time:** 600 – 8:00 p.m. **Cost:** \$10.00 – Provides valuable information on financing options for your business.

JumpStart: "Business Launch" – When: Thursday, June 27, 2013, **Time:** 6:00 – 9:00 p.m. Cost: \$35.00 – Understand the legal, financial, insurance, employment and tax issues of starting a business. "Business Launch" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, May 30 – June 27, 2013.



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 <u>www.drpa.org/obdeo</u> for contract opportunities and other important information.
- For upcoming events visit the **Other Events of Interest** section of our website.
- Our next edition of the *News Alert* will be published on or about:
 - **→** June 30, 2013
 - **▶** September 30, 2013
 - **▶** December 31, 2013

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:

Kathleen Coyle-Haas at (856) 968-2270

Designed & Printed by DRPA Printing Services

(continued from page 1)





ABSTRACT OVERHEAD DOOR COMPANY, INC.







Policy Statement

(26.1, 26.23)

The Delaware River Port Authority (DRPA) opposes unlawful discrimination of any kind. The DRPA is an Equal Employment Opportunity Employer/Contractor, and is firmly committed to providing equal employment and business opportunities for all persons.

The Delaware River Port Authority receives Federal financial assistance from the Department of Transportation, Federal Transit Administration (FTA), and as a condition of receiving this assistance, the Delaware River Port Authority has signed an assurance that it will comply with 49 CFR Part 26. Accordingly, the Delaware River Port Authority has established a Disadvantaged Business Enterprise Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. Our program was recently amended, as required by law, to include an element designed to foster small business participation. Our program is narrowly tailored in accordance with applicable law.

Toni P. Brown, Chief Administrative Officer at the Delaware River Port Authority, has been delegated to serve as the Authority's Disadvantaged Business Enterprise Liaison Officer (DBELO). As the DBELO, Ms. Brown is responsible for implementing all aspects of the Delaware River Port Authority's DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the Delaware River Port Authority in its financial assistance agreements with the Department of Transportation.

Delaware River Port Authority distributes this policy statement to DBEs and non-DBEs who perform work on DOT-assisted contracts or who may have an interest in performing work for us in the future. We include the statement in all bid and proposal documents, and also distribute copies of it to the bidders and proposers at all pre-bid/pre-proposal meetings for FTA-assisted projects. The statement is published in our quarterly newsletter, and can be found on our website. Information about our DBE program may also be obtained by contacting the Delaware River Port Authority's Office of Business Development & Equal Opportunity at (856) 968-2270 or (215) 218-3750, extension 2270. You may access the Office of Business Development & Equal Opportunity's link directly at www.drpa.org/obdeo.

Jơnn J. Matheussen

Chief Executive Officer DRPA

President PATCO

March 2013



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, Manager, Procurement & Stores, DRPA/PATCO at (856) 968-2163.

1		2013 Annual Contracts for DRPA		
		Service Products	Contract Status	
	1)	Trash Removal (Solid, Non-Hazardous) for DRPA		
	2)	Emergency Generator Maintenance for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>June 2013</i> .	
	3)	Lubricants for Bulk Storage Dispensing System for DRPA	DRPA may exercise its 2 nd year option in	
	4)	Hazardous Waste Removal for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>April 2013</i> .	
	5)	Office Supplies Products for DRPA / PATCO	DRPA may exercise its 2 nd year option in <i>October 2013</i> .	
	6)	Unleaded Gasoline, Diesel Fuel, & #2 Heating Oil for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>April 2013</i> .	
	7)	Fuel Tank Maintenance for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>December 2013</i> .	
	8)	Traffic Cones for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>October 2013</i> .	
	9)	Moveable Maintenance Platform Maintenance	Bid Process - This purchase will be up forcompetitive bid in <i>May 2013</i> .	
	10)	Extermination Services for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>April 2013</i> .	
	11)	Prescription Safety Glasses for DRPA	Bid Process - This purchase will be up forcompetitive bid in <i>October 2013</i> .	
	12)	Measure to Fit Police Uniforms for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>July 2013</i> .	
	13)	One Year Supply Bottled Water for DRPA / PATCO	DRPA may exercise its 2 nd year option in <i>March 2014</i> .	
	14)	Office Paper Products for DRPA / PATCO	Bid Process - This purchase will be up forcompetitive bid in <i>November 2013</i> .	

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 Susan Squillace, Manager, Procurement & Stores at (856) 968-2163.

SERVICE PRODUCTS EXPIRATION DATE

UPCOMING PURCHASES FOR 2013

For DRPA - 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.

(Nothing to Report)

For PATCO - 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.

(Nothing to Report)



UPCOMING EVENTS

The following events are being hosted by the Women's Business Development Center (WBDC), 1315 Walnut Street, Suite 1124,
Philadelphia, PA 19107-4711.

Pre-registration is required for all events listed, for more information please call (215)790-WBDC (9232) or fax (215)790-9231 or visit them on the web at www.womensbdc.org.

New E-Learning Classes – New 6-week sessions begin monthly – These courses are ideal for existing or aspiring entrepreneurs and their employee. **When:** April 17, 2013, May 15, 2013, and June19, 2013. Choose from over 25 courses in the following categories: Start Your Own Business, Accounting & Finance, Business communication, Web Technology, Management & Leadership, Marketing Sales, and Non-Profit & Grant Writing **Cost:** \$99.00 per course. To view the complete catalog and to enroll, visit www.ed2go.com/wbdconline.

ORIENTATION and **BUSINESS ASSESSMENT WORKSHOP** – When: Thursday, April 11, 2013, **Time:** 6:00 – 7:30 pm, **Cost:** Free – This workshop is designed from women interested in starting or growing a business.

ORIENTATION and **BUSINESS ASSESSMENT WORKSHOP** – **When:** Thursday, May 2, 2013, **Time:** 6:00 – 7:30 pm, **Cost:** Free – This workshop is designed from women interested in starting or growing a business.

NxLevel® Growth Venture – **When:** Wednesday, May 22, 2013 through Wednesday, July 31, 2013, **Time:** 9:30 a.m. – 4:30 pm, **Cost:** \$425.00 – Pre-registration is required by May 10, 2013. A 5 session training program designed to encourage business expansion. If focuses on teaching the art of better business practices white producing a comprehensive business plan to guide business expansion. Targeted specifically to entrepreneurs who have three years or more experience in running their businesses.

UPCOMING EVENTS (continued from page 6)

JumpStart: "BEFORE YOU START" – When: Thursday, May 30, 2013, Time: 5:45 – 9:00 p.m. Cost: \$35.00 - The workshop will help participants assess their risks, financial issues, and commitment; evaluate their potential as entrepreneurs; and help them analyze their business skills and business ideas. "JumpStart: Before You Start" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

ORIENTATION & BUSINESS ASSESSMENT WORKSHOP - When: Tuesday, June 4, 2013, **Time:** 6:00 – 7:30 pm, **Cost:** Free – This workshop is designed from women interested in starting or growing a business.

JumpStart: "Market Research" – When: Thursday, June 6, 2013, **Time:** 6:00 – 9:00 p.m. Cost: \$35.00 – The workshop will teach prospective business owners how to assess the feasibility of their business ideas. "Market Research" can be taken individually or as part of the JumpStart workshops series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

JumpStart: "Financial Analysis" – When: Thursday, June 13, 2013, **Time:** 6:00 – 9:00 p.m. **Cost:** \$35.00 – The workshop provides prospective business owners financial basics critical to business success. "Financial Analysis" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

JumpStart: "The Business Plan" – When: Thursday, June 20, 2013, Time: 6:00 – 9:00 p.m. Cost: \$35.00 - This workshop helps prospective business owners plan for growth and profitability. "The Business Plan" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, from May 30 – June 27, 2013.

FINDING YOUR FUNDING – When: Monday, June 24, 2013, **Time:** 600 – 8:00 p.m. **Cost:** \$10.00 – Provides valuable information on financing options for your business.

JumpStart: "Business Launch" – When: Thursday, June 27, 2013, **Time:** 6:00 – 9:00 p.m. Cost: \$35.00 – Understand the legal, financial, insurance, employment and tax issues of starting a business. "Business Launch" can be taken individually or as part of the JumpStart workshop series which runs on 5 Thursday nights, May 30 – June 27, 2013.



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 <u>www.drpa.org/obdeo</u> for contract opportunities and other important information.
- For upcoming events visit the **Other Events of Interest** section of our website.
- Our next edition of the *News Alert* will be published on or about:
 - **→** June 30, 2013
 - **▶** September 30, 2013
 - **▶** December 31, 2013

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:

Kathleen Coyle-Haas at (856) 968-2270

Designed & Printed by DRPA Printing Services