



Region A DBE Supportive Services 

## April 2020 DBE Journal

### *Letter from DBE Program Manager, Kenyatta Sparks*

#### **Challenging and Unprecedented Times**

Dear Friends,

I know at the beginning of the New Year you would not have expected for it to start off in this manner. I know for sure I didn't! However, one thing that I've recognized through the midst of it all is how truly RESILIENT you are.


Even though these are some challenging and unprecedented times...it is also the most important time for you to begin preparing for normalcy. Yes, I know that might seem crazy, especially when you're currently trying to stay afloat; however, if you wait to start preparing when everything is back in full swing you will be behind on taking advantage of all the opportunities that will be in place to kick-start our economy – Locally and Nationally. The time is **NOW!**

Begin forecasting for upcoming project opportunities...establishing business relationships with potential partners...marketing the services your company offers...developing a solid back office that will allow you to be more prepared for unexpected moments as such. As always, SJB Group DBE Supportive Services will be with you every step of the way! And remember, **“Proper Preparation Removes All Anxiety”**.

We hope to hear from you soon.

**Kenyatta Sparks** | Program Assistant



Region A DBE Supportive Services 

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## Coronavirus (COVID-19): Small Business Guidance & Loan Resources

### Coronavirus Funding Options

**[Click here to learn more about available SBA loan and debt relief options.](#)**

Our nation's small businesses are facing an unprecedented economic disruption due to the Coronavirus (COVID-19) outbreak. On Friday, March 27, 2020, the President signed into law the CARES Act, which contains \$376 billion in relief for American workers and small businesses.

**Additional Funding Notice:** The SBA will resume accepting Paycheck Protection Program applications from participating lenders on Monday, April 27, 2020, at 10:30 am EDT.

With the additional funding provided by the new COVID-19 relief package, SBA will resume processing EIDL Loan and Advance applications that are already in the queue on a first-come, first-served basis.

We will provide further information on the availability of the EIDL portal to receive new applications (including those from agricultural enterprises) as soon as possible.

To learn more about the relief options available for your business, [click here](#).

### Guidance for Businesses and Employers

**[The President's Coronavirus Guidelines for America](#)**  
**[www.Coronavirus.gov](http://www.Coronavirus.gov)**

The Centers for Disease Control and Prevention (CDC) offers the most up-to-date information on COVID-19. This interim guidance is based on what is currently known [about the coronavirus disease 2019 \(COVID-19\)](#). For updates from CDC, please see the following:

- [Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 \(COVID-19\)](#)
- [Preventing Stigma Related to COVID-19](#)
- [Share Facts about COVID-19](#)
- [Information on Coronavirus Disease 2019 \(COVID-19\) Prevention, Symptoms, and FAQ](#)

The following interim guidance may help prevent workplace exposure to acute respiratory illnesses, including COVID-19, in non-healthcare settings. The guidance also provides planning considerations if there are more widespread, community outbreaks of COVID-19.

To prevent stigma and discrimination in the workplace, use the guidance described below and on the [CDC's Guidance for Businesses and Employers](#) web page.

Below are the recommended strategies for employers to use now. In-depth guidance is available on the [CDC's Guidance for Businesses and Employers](#) web page:

- Actively encourage sick employees to stay home
- Separate sick employees
- Emphasize staying home when sick, respiratory etiquette and hand hygiene by all employees
- Perform routine environmental cleaning
- Advise employees before traveling to take certain steps: Check the [CDC's Traveler's Health Notices](#) for the latest guidance and recommendations for each country to which you will travel. Specific travel information for travelers going to and returning from designated countries with risk of community spread of Coronavirus, and information for aircrew, can be found on the [CDC website](#).
- Additional Measures in Response to Currently Occurring Sporadic Importations of the COVID-19: Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and refer to CDC guidance for [how to conduct a risk assessment](#) of their potential exposure. If an employee is confirmed to have COVID-19, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). Employees exposed to a co-worker with confirmed COVID-19 should refer to CDC guidance for [how to conduct a risk assessment](#) of their potential exposure.



U.S. Small Business  
Administration



Dear DBE Firm:

The Disadvantaged Business Enterprise (DBE) Program is designed to ensure that small minority and women-owned businesses are able to compete on an equal basis for contracting opportunities within the transportation industry.

Please take a few moments to complete the survey below in order to properly identify areas of concern. Your assistance will aid in creating common solutions and increase contracting opportunities for all.

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Email: \_\_\_\_\_

Business Phone No.: \_\_\_\_\_ Specialty Areas: \_\_\_\_\_

Do you actively quote LADOTD projects? Yes ☐ No ☐

If not, why? \_\_\_\_\_

Do you bid as a prime contractor ☐ or sub-contractor ☐?

Have you been awarded a LADOTD job? Yes ☐ No ☐

Do you plan to actively pursue LADOTD work in the future? Yes ☐ No ☐

If not, why: \_\_\_\_\_

Do you have a Business Development Plan? Yes ☐ No ☐

If no, would you be interested in participating in our Business Development Program? Yes ☐ No ☐

Are you interested in learning more about the DBE Supportive Services Program and what it has to offer? Yes ☐ No ☐

**Please circle the areas of assistance you are interested in being provided.**

**Accounting & Record Keeping**

- Financial Analysis
- Accounting Software

**Financial Assistance**

- Cash Flow/Working Capital
- Loan & Bond Packaging

**Business Management**

- Business Planning
- Project Management

**Marketing**

- Marketing Strategies
- Marketing Plan

**Contract Compliance**

- Federal/State Compliance
- EEO/Affirmative Action

**Job Cost Control**

- Preparing Budgets
- Actual Cost Reports

**Scheduling & Planning**

- Plans & Specs
- Project Scheduling
- Labor/Bar Chart
- Material Delivery
- Estimating/Bidding

**Legal**

- Contract Negotiations
- Delay Contract
- Construction Lien Law

**Contract Compliance**

- Hardware/Software
- Other: \_\_\_\_\_

**Please complete and return to SJB Group, LLC**

**Email: [kenvatta.sparks@sjbgroup.com](mailto:kenvatta.sparks@sjbgroup.com)**

**Mail: P.O. Box 1751, Baton Rouge, LA 70821-1751**

**Fax: 225-769-3596**

**To Complete the survey on-line**

**Please visit: [DBE Needs Assessment](#)**

## Small Business Resources available through Louisiana Economic Development

The [Small and Emerging Business Development Program](#) provides managerial and technical training and one-on-one assistance to help small businesses sustain and grow.

The [Louisiana Contractors Accreditation Institute](#) is a six-week course that offers small and emerging construction businesses critical information about construction management and assists with preparing for the business and law portion of the contractors licensing exam.

The [Bonding Assistance Program](#) provides guarantees for bid, payment, and performance bonds at reasonable rates that mitigate risk for the surety company and help small businesses build or expand their bonding capacity.

The [Hudson Initiative](#) provides a small business certification that expands opportunities with State contracts and procurement.

The [Veteran Initiative](#) provides a veteran-owned and service-connected disabled veteran-owned small business certification that expands opportunities with State contracts and procurement.

[Economic Gardening](#) connects growth companies to a team of highly skilled research specialists that provide customized information to address a company's specific growth challenges in areas including market research, geographic information systems, and digital marketing.

[CEO Roundtables](#) bring together key decision-makers from growth companies 10 times over the course of a year for collaborative, growth-oriented roundtable sessions that support a trusting environment in which they can safely explore business and personal issues with the guidance of experienced facilitators.

[Louisiana Business Connection](#) is a portal designed to connect major business projects with disadvantaged business enterprises, minority-owned businesses, women-owned businesses, veteran-owned businesses, and the other small businesses of Louisiana to promote growth and inclusiveness in the state. – Large and small businesses operating in Louisiana may register at no cost and discover contract opportunities.

You can visit the highlighted links by pressing “Control” on your keypad and clicking on the link.

If you would like more information about each program please feel free to contact Ms. Stephanie Hartman, the LED Small Business Services Manager, at (225) 342-5677 or [Stephanie.Hartman@la.gov](mailto:Stephanie.Hartman@la.gov)

## Newly DBE Certified Firms

White Rhino Construction, LLC	Denetria Burris	(225) 223-0499	<a href="mailto:info@wrc-la.com">info@wrc-la.com</a>
Safety Solutions for your Mobility Needs, LLC	James and Kalisha Abram	(225) 333-1139	<a href="mailto:safetysolutionsllc@att.net">safetysolutionsllc@att.net</a>
FlowStream Management, LLC	Alicia Kiremire	(318) 265-2590	<a href="mailto:alicia@flowstream-mgmt.com">alicia@flowstream-mgmt.com</a>
A R Brooks Paint Contracting, LLC	Alton Brooks	(318) 348-6618	<a href="mailto:arbrookspainting@yahoo.com">arbrookspainting@yahoo.com</a>
Milson Construction Group, LLC	Kevin Milson, Sr.	(866) 998-4465	<a href="mailto:admin@milsonconsulting.com">admin@milsonconsulting.com</a>
Quality Solutions Logistics, LLC	Anna Pappillion and Eric Citizen	(337) 214-3538	<a href="mailto:qslogistics@yahoo.com">qslogistics@yahoo.com</a>
MCA Engineering, LLC	Marcio Araujo	(225) 295-7683	<a href="mailto:mardcio.araujo@mcaenrbr.com">mardcio.araujo@mcaenrbr.com</a>
Landau Construction, LLC	Megan Songy	(318) 751-2280	<a href="mailto:landauconstructionLA@gmail.com">landauconstructionLA@gmail.com</a>



## ***SBA Economic Disaster Loans - "Loan Updates and Proper Preparations" Webinar***

Small businesses across Louisiana who are experiencing economic loss due to COVID-19 are now able to access the Paycheck Protection Program Portal.

Please join us for a special webinar on **Wednesday, May 6, 2020 - 2:00 pm-3:30 pm**, to learn more about the updates to the EIDLs and PPP Loans including:

- Eligibility Requirements
- Funding Increase
- Being Properly Prepared for Loan Applications
- Supporting Documentation
- Online Application Process **\*\*New Streamlined Process\*\***
- Up to \$10,000 Advance

This event is being hosted by the SBA Louisiana District Office, Ms. Jo Ann Lawrence, Deputy District Director and SJB Group, LLC, Mr. Kenyatta Sparks, SJB DBESS Program Assistant.

Registration Required

[\*\*Click to Register\*\*](#)



U.S. Small Business  
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## Events & Workshops

For the full list of events/workshops please visit:

**<https://www2.lsbdc.org/events.aspx>**



## DOTD Letting of 5/13/2020

For more information on lettings or to download construction documents, visit:

**<http://wwwapps.dotd.la.gov/engineering/lettings/>**



# LA DOTD DBE Program Contact Information



## DOTD Compliance Programs Staff

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## What can SJB Group do for YOU?

SJB Group, LLC can provide **free assistance** to certified LADOTD DBE firms in the following areas:

- By **preparing company business cards, profile sheets**, and providing information on recommended target areas for your marketing efforts.
- By acting as a **liaison between the DBE Contractor and Prime Contractor** for project information, and in problems occurring on the jobsite.
- By informing of **upcoming LADOTD lettings**, and project information for other agencies throughout the state. SJB can assist you in locating bid tabulation information as well.
- By providing **assistance and guidance** on material takeoffs, bid preparation and estimating, project scheduling, and planning for projects that DBE firms are bidding or plan to bid in the near future.
- By helping with **office computer operations** to include trouble-shooting problems, Internet access and software installation, and basic to technical computer training.
- By **assisting in financial areas** such as loan and bond package preparations, company financial statements, business plan preparation, and SBA 8(a) and Hub-Zone certification packages.