Indianapolis Airport Authority
SUPPLIER DIVERSITY OUTREACH

Construction Contractors
February 27, 2017
Welcome & Introductions of IAA Board and Staff

*Shannetta Griffin:* Senior Director, Planning & Development  
*Holli Harrington:* Director, Supplier Diversity

**Key Elements of Performing Airport Work**

*Jarod Klaas:* Director, Engineering  
*Todd Cavender:* Director, Environment & Sustainability

**Construction Projects Overview**

*David Roepnack:* Director, Construction

**Supplier Diversity**

*Holli Harrington:* Director, Supplier Diversity

**Upcoming Projects**

*Drew Genneken:* Director, Planning & Project Development

**Closing Remarks/Evaluation**

*Holli Harrington:* Director, Supplier Diversity

**Network Opportunity**

*All*
IAA Planning & Development

- Planning
- Engineering & Design
- Project/Construction Management
- Work Permit & Inspections
- Supplier Diversity *(Disadvantaged, Minority, Women & Veteran Businesses)*
- Environment & Sustainability
- GIS & Information Management
Staff Introductions

Shannetta Griffin, P.E., Sr. Director, Planning & Development
Oversees IAA’s Engineering, Planning, Construction, Environmental and Supplier Diversity Programs, GIS and Information Management

Holli Harrington, Director, Supplier Diversity
Leads IAA’s Disadvantaged, Women, Minority and Veterans Business Participation and Title VI: Non-Discrimination Programs

Drew Genneken, Director, Planning & Project Development
Leads the planning efforts and oversees IAA’s Airside Capital Improvement Program

Jarod Klaas, P.E., Director, Engineering
Leads the engineering and technical service activities. Oversees IAA’s Landside Capital Improvement Program

David Roepnack, Director, Construction
Leads IAA’s construction activities and construction permit process

Todd Cavender, Director, Environment & Sustainability
Leads IAA’s environmental management, NEPA compliance and sustainability efforts

Khalid Hasan, Manager, GIS & Information Management
Leads IAA’s geographical information system and informational management efforts
## Staff Introductions

### Project Managers
- Webb Bernhardt
- Charles Bischoff
- Jim Cates
- Neal Jenkins
- Anthony McMichael
- Robert Staiton
- Mary Zurbuch

### Inspector
- Robert Jones

### GIS & Information Technician
- Mike Howard

### Environmental
- Del Warren
- Megan Wenzel

### Contracts and Grant Coordinator
- Angie Tromp

### Executive Assistant
- Andrea Catt

### Sr. Administrative Assistants
- Katie Adkins
- Melissa Lopossa
THANK YOU!

Sponsors

AECOM
HUNT
JOHNSON-MELLOH
SOLUTIONS
RR
Rieth-Riley
THIENEMAN
CONSTRUCTION, INC.
Certification & Advocacy Partners

Indianapolis Airport Authority

INDIANA DEPARTMENT OF TRANSPORTATION

THE CITY OF INDIANAPOLIS, MAYOR JOE HOGSETT

Indiana Department of Administration

U.S. Small Business Administration

Mid-States Minority Supplier Development Council

INDIANA Procurement Technical Assistance Center

Bonding Education Program
How do I Prepare to Work On the Airport

• Make connections at the outreach and advocacy events
• Become familiar with projects of interest
• Attend project pre-bid meetings
• Read & Understand the Plans and Specifications
• Utilize the pre-bid sign-in sheet posted to the IAA website to identify interested firms
• Use supplierdiversity.ind.com website (opportunities & resources)
What do I Need to Know?

- Types of Bids/Requests for Quotes/Proposals
- Understand the documents
- Responsive and Responsible
  - Fatal flaws
  - Bid Alternates
  - Supplier Diversity Goals; GFE requirements
  - ***New Contractor Prequalification Requirements***
- Demonstration of qualified employees
  - Requirements listed in the Specifications
  - Submittal
IAA Approved Security Firms

- **Securatex**
  
  Amauris Ortiz  
  (708) 557-2178  
  aortiz@securatex.com

- **Securitas USA**
  
  Ben Marth  
  (317) 260-6267  
  Benjamin.marth@securitasinc.com

- **Protection Plus**
  
  Raymond Stanley  
  (317) 244-7569  
  rstanley@protectionplus.net

- **American Global Management**
  
  Henry Maye  
  (317) 225-7807  
  henry@americanglobalmgmt.com
For work in Secured Areas

• A limited number of construction employees may be badged to act as security supervisors.
• These badged employees may be used in place of Owner Approved Security Firm personnel for security supervision as Crew or Area Guards.
• Crew and Area Guards full attention must be on security supervision, they will not be allowed to do production work while acting as a security supervisor.
• Owner Approved Security Firm personnel must still be used as Gate Guards, Escort Vehicle Drivers and Flagpersons.
Project Security Requirements

- Understand the Specifications!!!
- Carefully review plans & specs for security requirements.
- Contractor is responsible to meet the project security requirements.
- Security requirements to be reviewed 24 hours in advance of work.

Reliever Airports

- No security escorts needed, gates must be locked or manned.
Badging

• Badging costs are the responsibility of contractor, $50 per person.
• Individual must be able to pass a 10-year fingerprint Criminal History Records Check, a Security Threat Assessment and security training before a badge can be issued.
• Badging process normally takes about 3-5 working days.
• Badges will be valid until the completion of individual projects and must be forfeited upon project completion or earlier at the request of the Airport Security Coordinator (ASC).
• One company employee to act as Signatory for company and be badged first.
Escorting

- Badged construction employees will only be allowed to provide security supervision of persons directly employed by the contractor or a subcontractor utilized for the specific job.
- All escorts must comply with the following requirements of Section 900 of the IAA Airport Security Program:
  - Properly badged individuals are permitted to escort up to six (6) unbadged personnel at one time within the work zone within 500 feet line of sight of escort.
  - The escort must maintain positive control of all personnel under their supervision, including continuous visual contact, and will ensure that the escorted individual engages only in those activities for which escorted access was granted.
  - The escort must be able to immediately contact the AOC at 487-5089.
How Construction is Procured
Contracting Methods – Design/Bid/Build

Construction (Public Works IC 36-1-12)

- Competitive sealed bid (project construction cost $100,000)
- Competitive sealed quote (project construction cost < $100,000)
- Lowest Responsive & Responsible
- Competitive proposal per IC 5-22-9
- ***New e-procurement process coming soon****
Funding $$$

• Airport Operating vs Capital Funds
  – Airport cash funded projects
  – Grant funded projects
    • FAA AIP funds
    • Voluntary Airport Low Emissions (VALE)
    • Zero Emissions Vehicle (ZEV) and Infrastructure Program

• No Local Tax $
Environmental Compliance

- Erosion Control/Pollution Runoff
- Spill Prevention and Control
- Waste Management/Disposal
- Project-Specific Permit Requirements
Sustainability

Minimize the negative environmental impact of our operations and ensure compliance with all applicable regulatory requirements.

Integrate sustainable design and construction practices in the development of our airport systems.

Work with our partners, tenants, contractors and suppliers to implement our sustainable principles throughout our airport system.

Monitor and report on progress in meeting our sustainability principles.
Construction Trades used on IAA Projects

Grading
General Earth Work
Asphalt
Concrete
Building Construction
Electrical
Mechanical
Roofing
Fencing
Utilities
Maintenance of Traffic in Support of Construction
Plumbing
Miscellaneous
Construction Financial Requirements

Bid Guaranty – Bid bond or certified check of 5% of bid amount provided by prime
• Held until contract awarded by IAA Board

Performance and Payment Bonds - 100% of contract
• Performance for work
• Payment for payments to subcontractors and suppliers

Retainage - 5%
• Held if more than one payment for the project
• If project less than $200,000 held by IAA. IAA does not pay interest.
• If project is more than $200,000 held in bank escrow account or by IAA at contractor’s request. IAA does not pay interest.
Construction Insurance Requirements

Workers Compensation per State Requirements

At Indianapolis International Airport

• $10 million liability insurance for airfield work
• $5 million liability insurance for landside work

At the Reliever Airports

• $5 million liability insurance
Typical Project Startup & Award Process

CIP/ACIP
Completed, Prepared
Approved

Project Designer
Selection & Award
Process

Designs Completed and
Approved

IAA Board Approves
Plans, Specifications
and Approval to Bid

Construction Services Bid
Process
Advertisement
PreBid Meeting
Site Visit
Addendum(s) issued
Receive Bids & Host Opening
Contractors – Confirm your
bid is complete

Evaluation of
Bids

IAA Board
Contract
Award

Notice of Award
Bonds &
Insurance
Work Permit
Process
Critical & Long
Lead Submittals
Prepared

Preconstruction Meeting
&
Notice to Proceed
Elements of a Successful Project

- Contractor ready to promptly begin work after Notice to Proceed
- Realistic, achievable schedule submitted and then executed
  - Shop drawings and submittals in a timely manner especially long lead items
  - Complete, SATISFACTORY QUALITY CONTROL PROGRAM
- Contractor accounts for weather as specified in construction documents to complete project on time
- No assumptions, use Request for Information (RFI) to have questions addressed
- Thorough, complete documentation provided with invoices, requests for change, change orders, daily reports, etc.
- Certified payrolls submitted timely when there are wage rates
- Quality work product per construction documents
Pre-Construction Meetings

Project Manager Schedules After Contract is Executed by IAA Board

Documentation Needed at Meeting or Before

- Initial project schedule (within 10 days of executed contract)
- Schedule of values in Excel format
- Supplier A&B Forms for Prime and D/M/W/VBE Subcontractors
- Contractor emergency contact list (24/7)
- Escrow/Retainage letter identifying where retainage is to be held
- Prolog / Converge (electronic project manager) enrollment
- Work Permit Application with certificate of insurance and safety/security plan
- Title VI language in subcontracts (subject to verification)
Work Permit

• Submit at least **2 weeks prior** to anticipated start.
• **No work can be started prior to work permit being submitted and approved!**
• **Documentation needed for Work Permit**
  — Completed work permit application
  — Certificate of Insurance with IAA as additional insured on liability coverage
  — Security plan if in secured area
  — Written confirmation of utility locates, public, IAA and FAA
  — Project description
  — Project start and completion dates
  — Name, address, and phone number of contact person
  — Hot works if necessary
• **Work permit is in addition to any and all other required permits, licenses, certificates, etc.**
Activities During Construction

- Testing requirements vary by project
- Testing requirements identified in specifications
- FAA and INDOT specifications and pay requirements vary, READ the SPECIFICATIONS
- Contractor hires and manages quality control testing
  — Copy of results provided to IAA
- IAA hires and coordinates Quality Assurance Testing
  — Copy of results can be available to contractor upon request
Project Closeout

Closeout Documents

• Final inspection/punch list complete
• Security badges returned (if applicable)
• Written One (1) Year Warranty (unless otherwise specified)
• As-Built Drawings received by IAA
• Operation/Equipment Manuals provided to IAA (if applicable)
• Written request for release of retainage
• XBE Subcontractor Utilization Report complete
• Final Waiver of Lien letters received
• Payrolls reports including subcontractors received
• 10 month walk-thru
Current Overall IAA Goals:

<table>
<thead>
<tr>
<th>Disadvantaged Minority/Women/Veteran Business Enterprises</th>
<th>18%</th>
<th>15%</th>
<th>10%</th>
<th>3%</th>
<th>28% Overall Participation</th>
</tr>
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<tbody>
<tr>
<td>DBE</td>
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<tr>
<td>MBE</td>
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<tr>
<td>WBE</td>
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<tr>
<td>VBE</td>
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</table>

- Federally funded (DBE) vs. non federally funded projects
- Goals adjusted dependent on the scope of each project and based on relative availability
- DMWVBE participation monitored throughout project (goals/commitment/actual)
- IAA Certification Requirements
- Leverage outreach and advocacy opportunities
Good Faith Efforts

(GFE)

If the supplier diversity goals are not met, the contractor will be required to provide Good Faith Efforts (GFE).

- GFE’s should reflect the plan to attain the goal including identifying potential services and/or supplies to be provided by certified disadvantaged, minority, woman and/or veteran owned businesses.

- GFE documentation must be submitted within three (3) days of notification as the apparent low bidder.

- GFE documentation is subject to review and approval by IAA.

- Failure to provide an acceptable GFE could result in declaring the bid nonresponsive.

- The Special Provisions section of the Specifications provides details regarding Good Faith Efforts.
49 CFR Part § 21
Nondiscrimination in federally-assisted programs

Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin in programs that receive Federal financial assistance.

**TITLE VI CLAUSES MUST BE INCLUDED IN ALL CONTRACTS:**
The Federal Aviation Administration (FAA) requires the airport sponsor—as a recipient of federal financial assistance—and any of its lessees; concessionaires; or **CONTRACTORS** to ensure that there is nondiscrimination in all of their operations.
49 CFR Part § 21
Nondiscrimination in federally-assisted programs

Title VI Clauses Must be included in all Contracts. Title VI requirements will be provided by IAA:

- Instruction to Bidders
- Contract General Provisions
- Pre-construction Meetings

*Inclusion of required Title VI contract clauses in subcontracts is subject to verification*
New Website

IND.com

Thank you for visiting the revamped Indianapolis International Airport (IND) website. Use the navigation below to explore the user-friendly design and learn more about the community's award-winning airport.

Welcome to INDY
One of A KIND.

Thank you for choosing IND, voted Best Airport in North America by Airports Council International five out of the last six years and Best Airport in America by readers of Condé Nast Traveler for the last three years.

Rated the #1 Convention City in the U.S. by USA TODAY, Indianapolis offers Hoosier Hospitality to visitors young and old. Indianapolis International Airport (IND) serves as a gateway to the city offering world-class service and a commitment to the Central Indiana community.

Dining, Shopping & Services
We want your time passing through IND to be as comfortable as possible. Whether you’re looking for your next meal or searching for a place to treat yourself, we’ve got you covered.

Community
Our community efforts and support span much further into the community than the terminal at IND. The Indianapolis Airport Authority (IAA) plays a large role in supporting the Central Indiana community socially, environmentally and economically.

What’s New at IND?
Stay up-to-date with news releases and reports from the Indianapolis Airport Authority (IAA) and the Indianapolis International Airport (IND).

Before You Fly
Traveling can be hectic and stressful. Understanding the airport arrival and departure processes, staying up-to-date on the latest airport security procedures and knowing what to pack will help prepare you for your adventure.
Business Opportunities

Do Business at the Airport

There are a variety of opportunities for contractors, suppliers and professional service providers who want to do business at Indianapolis International Airport (IND).

Current Business Opportunities

Please be sure to review all information and documents about each opportunity in the related files. If you have questions about a project or business opportunity, please contact the individual(s) listed in the project documents for more information.

Search

Date
Select Date Range

Type
All Types

Status
All Statuses

Keyword
All Keywords

QTA Road Access Control at IND - Project No. Q-16-013
Invitation for Bids - Airport Snow Multi-Tasking Equipment
Request for Information - Interactive Mapping of IND Terminal
Request for Qualification for Concrete Deck Repair (Q-16-008) at Indianapolis Downtown Heliport
Request for Information - On-Call Services for Air Service Marketing Consultant
Please be advised that individuals interested in receiving information about potential business opportunities with the Indianapolis Airport Authority (“IAA”) regarding employment opportunities, bid packages, Requests for Proposals and all other opportunities related to public procurement, should refer to IAA’s social media pages solely as a supplement to, and not as a substitute for, the IAA’s official procurement site:

www.indianapolisairport.com

www.facebook.com/IndianapolisAirportAuthority

www.twitter.com/IAA_business
IAA’s Capital Program

2017 – 2018 Capital Program
### Potential IND Projects 2017 - 2018

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>Reconstruction of High Speed Taxiway Exit C7, Localized Rehabilitation Taxiway C and Full Depth Reconstruction of Taxiway C's Shoulders</td>
<td>Reconstruction to Standards of High Speed Connector Taxiway C7, Joint Repairs and Pavement Corner Repairs for the Taxiway (PCC), Full Depth Reconstruction of the Taxiway Shoulders (ACC), and the installation of new LED Lighting and Signage, and duct banks. Includes ACC and PCC pavement removal.</td>
</tr>
<tr>
<td>Rehabilitate TW H, H1 and H2</td>
<td>Rehabilitation of Taxiways H, H1 and H2 (PCC), and the installation of new LED Lighting and Signage, and duct banks. Includes pavement removals.</td>
</tr>
<tr>
<td>Solar Uv for HVAC Boilers</td>
<td>The installation of Solar HVAC Boilers to supplement existing systems.</td>
</tr>
<tr>
<td>Construct Airfield Maintenance Equipment Storage Facility</td>
<td>Construction of 78,000 SF vehicle maintenance and storage building, including fire suppression systems, Solar HVAC, high volume exhaust systems, and LED interior lighting. Includes pavement (ACC and PCC) removals and building demolitions.</td>
</tr>
<tr>
<td>Rehabilitate Runway 14-32, and Taxiways M, G and N</td>
<td>Rehabilitation of Runway 14-32 and Taxiways M, G, and N (PCC), and the installation of new LED Lighting and Signage, and duct banks. Includes ACC and PCC pavement removals.</td>
</tr>
<tr>
<td>Utility Relocations</td>
<td>Relocation, lowering and encasement of several pipelines within an existing utility corridor. Construction of duct banks and installation several thousand linear feet of fiber optic cable.</td>
</tr>
<tr>
<td>Parking Garage Improvements</td>
<td>General improvements to the Airport Parking Garage, including structural improvement and staircase replacements.</td>
</tr>
<tr>
<td>Terminal Optimzation</td>
<td>Remodeling of interior spaces, demo existing walls, and improve/add wayfinding. Also included are new fixtures and furnishings. IAA and each private concessionaire will have their own part of the Optimization Program.</td>
</tr>
<tr>
<td>Project Description</td>
<td>Details</td>
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<tr>
<td>Pipe Arbor Insulation Replacement</td>
<td>Replacement of insulation on 2,400 LF of 24” chilled water lines.</td>
</tr>
<tr>
<td>Fire Alarm System Panel Replacements</td>
<td>Replacement of existing fire alarm system panels in IMC building.</td>
</tr>
<tr>
<td>Hangar Rehabilitation</td>
<td>Rehabilitate existing hangar, including new hangar door, fire suppression system, roof repairs/replacement and HVAC upgrade.</td>
</tr>
<tr>
<td>Bus Bay in Short-term Parking Area</td>
<td>Construction of a fleet maintenance and electric vehicle charging facility in the short-term parking lot to serve fleet of electric buses.</td>
</tr>
<tr>
<td>Security Systems Replacement and Upgrades</td>
<td>Replacements and upgrades of the airport's internal and external security and monitoring systems.</td>
</tr>
<tr>
<td>Rehabilitate Airport Lots and Roads</td>
<td>Rehabilitation of portions of the airport's passenger parking lots and segments of the on-airport road system. May also include bridge work/improvements.</td>
</tr>
<tr>
<td>Cooling Tower Replacements, IMC</td>
<td>Replacement of the existing cooling towers located within the CEP located at the IMC.</td>
</tr>
<tr>
<td>Deicing Control Facilities Improvements</td>
<td>Procurement and replacement of pumps, meters, samplers and SCADA.</td>
</tr>
<tr>
<td>Terminal Apron Joint Repairs</td>
<td>Rehabilitation of the Main Terminal Apron, including joint sealant, and spall and corner repairs on the PCC pavement.</td>
</tr>
<tr>
<td>Re-Groove Runway 5R-23L</td>
<td>Re-grooving of major sections of the Runway, and placement of runway markings. May require a PCC micro-overlay.</td>
</tr>
</tbody>
</table>
Potential Reliever Airport Projects
2017 - 2018

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Details</th>
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<tbody>
<tr>
<td>Airside Pavements Crack Repair at Hendricks County - Gordon Graham Field</td>
<td>Runway and Taxiway ACC pavement repairs, including crack sealing, patching, and pavement markings.</td>
</tr>
<tr>
<td>Rehabilitate and Extend Taxiway A at Metropolitan Airport</td>
<td>Rehabilitation and Extension (full depth pavement) of Taxiway (ACC), installation of new LED Lighting and Signage, duct banks.</td>
</tr>
<tr>
<td>Relocation and Rehabilitation of Taxiway B at Eagle Creek Airpark</td>
<td>Rehabilitation and widening of a Taxiway (ACC), pavement removals (ACC), lighting and signage, duct banks, and pavement markings.</td>
</tr>
<tr>
<td>Rehabilitate Taxilanes at Eagle Creek Airpark</td>
<td>Rehabilitation of ACC Taxilanes. Includes drainage repairs.</td>
</tr>
<tr>
<td>Rehabilitate Aprons at Indianapolis Regional Airport</td>
<td>Joint sealant, corner and spall repairs, full and partial panel replacements, and pavement removals (all PCC).</td>
</tr>
</tbody>
</table>
Potential 2017 – 2018 Construction Projects

- 5 Miles of 2-Lane Road Rehabilitation
- 90,000 SY of Parking Lot Rehabilitation
- 800 LED Edge Lights
- 40,000 LF of Runway and Taxiway Pavement Markings
- 550,000 SY of Airfield Pavement Rehabilitation/Reconstruction
- $90 Million in Construction over the next 18 - 24 months
DBE stands for Disadvantaged Business Enterprise

*It is designed to remedy ongoing discrimination and the continuing effects of past discrimination in USDOT funded contracts nationwide.*

What USDOT agencies does it cover?

- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- Federal Aviation Administration (FAA)
General questions can be forwarded to:

DBECertification@INDOT.in.gov

Derrick Casson, Certification Manager
• 317-233-4664 or DCasson@INDOT.in.gov

Sean Howard, Supportive Services
• 317-233-4944 or SHoward1@INDOT.in.gov

Sissy Guynn, Supportive Services
• 317-233-4664 or TGuynn@INDOT.in.gov
The City of Indianapolis creates and promotes a culture of inclusiveness for business opportunities, economic growth, and sustainability for Minority-, Women-, Veteran-, and Disability-Owned Business Enterprises.

The Office of Minority & Women Business Development for the City of Indianapolis strives to enhance the City's growth and economic stability through promotion of contracting and procurement opportunities for Minority-, Women-, Veteran-, and Disability-owned businesses. It is designed to remedy ongoing discrimination and the continuing effects of past discrimination in USDOT funded contracts nationwide.
Office of Minority & Women Business Development

OMWBD@indy.gov

1260 City County Building
200 E. Washington St.
Indianapolis, IN 46204
Phone: (317) 327 – 5262
Fax: (317) 327 – 4482
Minority and Women's Business Enterprises Division

- The Division was established in 1983 and is currently housed within the Indiana Department of Administration (IDOA)
- Promote, monitor, and enforce the standards for certification of minority and women’s business enterprises
- Provide equal opportunity to minority and women enterprises in the state’s procurement and contracting process
Minority and women business enterprises that wish to provide goods or services to state agencies (with the exception of certain businesses that seek to do business with the INDOT) should be certified by the Division of Supplier Diversity.

- Register as a bidder and certify Buy Indiana status with IDOA Procurement at: http://www.in.gov/idoa/2464.htm.

- Read Indiana Statute and Indiana Administrative Code which govern Minority & Women's Business Enterprises Certification.

- Obtain & Complete MWBE Certification application.
Contact IDOA

Telephone: (317) 232-3061
Fax: (317) 233-6921

E-mail: awolf@idoa.in.gov
       mwbe@idoa.in.gov

Website:  www.in.gov/idoa/mwbe
Twitter: https://twitter.com/IndianaMWBE
Facebook: www.facebook.com/IDOA.MWBE

Address:
Division of Supplier Diversity
402 W. Washington Street, Room W469
Indianapolis, IN 46204
Mid-States Minority Supplier Development Council

www.midstatesmsdc.org
Mid-States MSDC Headquarters
2126 North Meridian Street
Indianapolis, Indiana 46202
Phone: (317) 923-2110
Fax: (317) 923-2204
E-mail: info@midstatesmsdc.org
Office of Small Business and Entrepreneurship

The mission of PTAC is to generate employment and improve the general economic condition of the state by assisting Indiana companies including those eligible for preferential consideration in obtaining and performing under local, state, and federal government contracts.

www.indianaptac.com
Vicki Hollanders
Program Manager, Indiana PTAC
One N. Capitol, Suite 600
Indianapolis, IN 46204
C: 317.695.7261 O: 317.232-0162
U.S. Department of Transportation
Office of Small Business

BONDING EDUCATION PROGRAM (BEP)

A partnership with the Surety & Fidelity Association of America

For more information please contact Jacki Reyes at 312-425-9500 or Jreyes@ihccbusiness.net

Great Lakes Region Small Business Transportation Resource Center
BONDING

• Bonding
• Contractor Questionnaire Overview
• Insurance

LAW & FINANCE

• Safety & Compliance
• Construction Law
• Construction Accounting and Financial Management
• Access to Capital and Credit

CAPACITY BUILDING

• Capability Statement
• Business Plan Development
• Managing Growth
• Prescriptive Plan
The 3 Cs – Elements of Surety Bonding

- Capacity – Can the contractor perform the obligations of the contract?
- Character – Historically, how has the contractor performed? What is the contractor’s reputation?
- Capital – Does the contractor have the financial strength to fulfill the terms of the contract?

Eligibility

- Have been in business for at least two (2) consecutive years
- Revenue of greater than $250,000
- Be in good credit standing
- Have at least one of the following certifications:
  - DBE
  - Women-Owned Small Business
  - SDB
  - Veteran Owned Small Business
  - HubZone
  - 8(a)
  - Service Disabled Veteran Owned Business