

U.S. Department of Transportation
Office of Small and Disadvantaged Business
Southwest SBTRC



Dear Small Business Contractor:

The U.S. Department of Transportation has partnered with the Surety and Fidelity Association of America (SFAA) to conduct a no-cost Bonding Education Program this spring in the Bay Area. The goal of the program is to help you grow your business by learning to obtain bonding capacity from leading industry professionals and have you prepared to receive transportation contracts.

The program consists of a series of workshops over a 7 week time frame designed to address what businesses need to do to become “bond-ready” or to increase your bonding capacity. The kick-off meeting will be April 18th from 4 – 7 p.m. at the Metropolitan Transportation Commission (MTC) at 101 8th Street, Oakland, CA 94607. Additionally, you will be paired up with local surety bonding professionals to help you assemble what you need for a complete bond application. These bond professionals are the people that assess bond applications for a living, so they can share exactly what you need to do to achieve your bonding goals.

Along with the workshops, leaders from transportation agencies like will share with you about upcoming contracting opportunities that you can bid on.

To apply for this program, you need to fill out the attached one-page application and email it to US DOT’s Small Business Transportation Resource Center at sleslie@calasiancc.org by April 11th. Please note that this application form is the correct form, even though it has an expiration date on it of 1/31/12.

You may call Scott Leslie at 916-443-5957 if you have any questions.

Thank you.

Scott Leslie,
Project Director
Small Business Transportation Resource Center, SW Region
Office of Small and Disadvantaged Business Utilization
U.S. Department of Transportation
(916) 443-5957 (office)
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US Department of Transportation
Office of Small and Disadvantaged Business Utilization
Small Business Transportation Resource Center

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2105-0554. Public reporting for this collection of information is estimated to be approximately 5 minutes per response for the Regional Center Intake Form, including the time for reviewing instructions, completing and reviewing the collection of information. All responses to this collection of information are voluntary. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, U.S. Department of Transportation, Office of Small and Disadvantaged Business Utilization, Arthur D. Jackson, 1200 New Jersey Avenue, SE, Room W56-462, Washington, D.C. 20590.

Name of the SBTRC: Southwest Region

The Regional Center Intake Form

Client No _____

- 1. Last Name 2. First Name:
3. Title: 4. Company Name:
5. Address:
6. City: 7. State: 8. Zip:
9. Phone: 10. Fax:
11. Email Address: 12. Web Address:
13. Type of Business: 14. Number of Employees:
15. Length of Time in Continuous Operation: 16. DUNS #:

17. Type of Certification:

- a. DBE (identify certifying states (CA))
b. Women-Owned Small Business
c. SDB
d. 8(a)
e. Service Disabled Veteran Owned Business
f. Veteran Owned Small Business
g. HubZone

18. Primary Trade or Services you provide: NAICS

19. Type of Assistance Requested: Bonding Education Program Other:

20. Referred by:

- a. State Supportive Service Contractor e. STATE HIGHWAY
b. SCORE f. SBDC
c. TRANSIT g. PTAC
d. AIRPORT h. MBDC
j. Other: SBA

Date:

Under the Privacy Act (5.U.S.C. 552) any person can request to see or get copies of any personal information that DOT has in his or her file, when that file is retrievable by individual identifiers, such as name or social security numbers. Request for information about another party may be denied unless DOT has the written permission of the individual to release the information to the requestor or unless the information is subject to disclosure under the Freedom of Information Act.