MBTA CAPITAL PROJECTS
DBE PROGRAM MONITORING AND REPORTING
ARMAND RESOURCE GROUP, INC INTRODUCTION
**ARG DBE PROJECT INTRO | 06/24/2020**

**ARMAND RESOURCE GROUP, INC. (ARG) TEAM**

**Massachusetts Bay Transportation Authority**

*Gregory Jenifer*
**Principal-in-Charge**
- Quality Control
- DBE Program & Compliance Monitoring
- Oversight, Training

*Marilyn Figueroa*
**Sr. Projects Manager**
- Project Leader, Reports
- Agency Coordination & Outreach, Training
- Triennial Goal Setting

**Ron McCune**
**Sr. Projects Manager**
- DBE Program Monitoring
- Triennial Goal Setting
- Software/Data Pull

**Johanna Medina**
**Sr. Projects Manager**
- DBE Program Monitoring
- Software/Data Pull

**Pamela Swanigan**
**Sr. Projects Manager**
- DBE Program Monitoring
- Agency Coordination
- DBE Outreach

**Armand Jenifer**
**Sr. Projects Manager**
- DBE TA & EA* Oversight & Coordination
- Project Schedule (WBS)
- Software/Data Pull

**Torrence Addison**
**Compliance Officer**
- Compliance Monitoring
- Site Visits/CUF Reviews
- DBE Outreach

*TA = Technical Assistance
EA = Engineering Advice
DBE Monitoring & Reporting Work Plan

DBE Program Monitoring, Reporting and Support activities

1. Assist in monitoring and tracking DBE participation on all federally assisted contracts.

2. Provide support to Capital Divisions and collect data for reports with FTA to report on DBE commitments and achievement.
   - Compile/collection data for the quarterly/semi-annual reports that ODCR does for FTA, (e.g., SW Rail, GLX, Red/Orange Lines)
   - Identify and assist with the creation of correct data draw from PMIS/e-Builder, CMS, and ODCR EBO system for Capital Programs contracts
DBE Technical Assistance & Outreach

1. Provide technical assistance to DBE’s on interpreting bid specifications and other contract requirements.
2. Assist the Office of Diversity & Civil Rights (ODCR) in outreach and networking activities with DBEs and other business organizations.
Additional Tasks

1. Assist and Support MBTA/ODCR in the development of the Triennial Goal
2. Provide training to MBTA staff - PMs, Management, Upper Leadership
3. Train staff - DBE Program Administration, correct methods to collect and document data