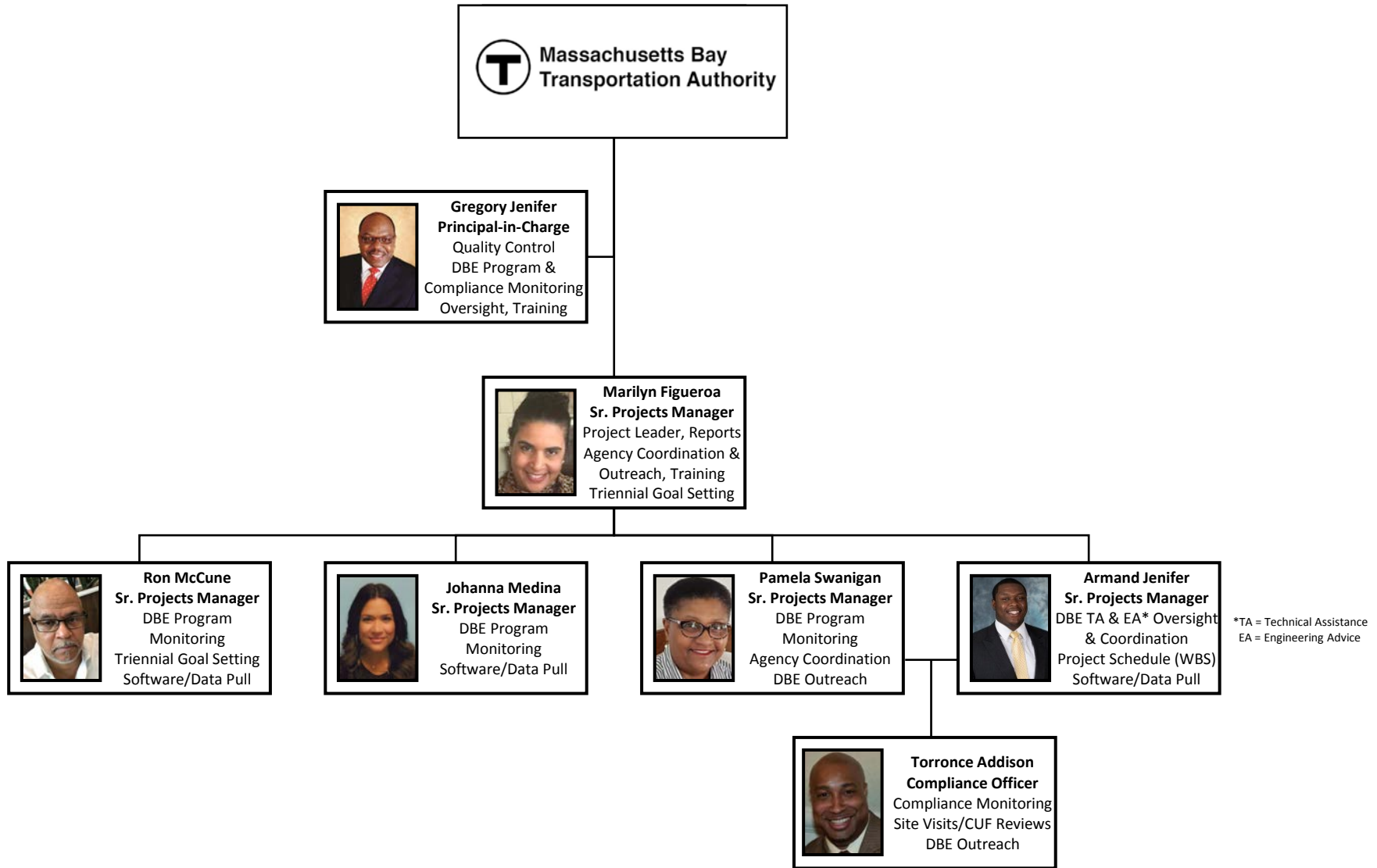


**DATE** | June 25, 2020

# **MBTA CAPITAL PROJECTS DBE PROGRAM MONITORING AND REPORTING ARMAND RESOURCE GROUP, INC INTRODUCTION**

# ARMAND RESOURCE GROUP, INC. (ARG) TEAM



## 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/collect 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