

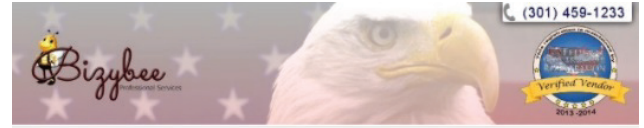


# DOING BUSINESS WITH METRO

JULY 2016

## This Month's Featured DBE

**BizyBee Professional Staffing & Biz'Ness Solutions, LLC**  
 9332 Annapolis Rd  
 Suite 100A  
 Lanham, Maryland 20706  
 Phone: 301-459-1233  
 Fax: 301-459-1234



HOME



BizyBee Professional Staffing & Biz'Ness Solutions, LLC is a one-stop workforce development firm whose mission is to reduce unemployment and underemployment by enhancing the marketable career skills of its clients resulting in successful long-term placement.

They have consistently and continuously provided the highest quality staffing support to the private industry and Government agencies. Their in-house management team collectively represent 30 years of staffing industry experience and specializes in successfully delivering administrative support services, mid-level management, Information Technology, labor workforce, and professional personnel to Federal, State and local government, and private agencies. They provide comprehensive workforce development through a holistic approach. Their successful track record is built upon a combination of hard work, honesty, integrity and flexibility, all of which provides a thorough understanding clients' needs. High-quality service and competitive rates, combined with an extensive database of qualified personnel and proven track record of delivering qualified personnel, make BizyBee Professional Staffing & Biz'Ness Solutions, LLC a right choice for staffing needs.

531312 Non residential Property management	561110 Office of Administrative Services
541611 Administrative Management Consulting	561990 All other Support Services
541612 Human Resource Consulting	561410 Document Prep Services
541618 Other Management Consulting services	561210 Facilities Support Services
541219 Accounting/Bookkeeping	611710 Educational Support Services/Workforce Development
561320 Employment/Temporary agencies	611513 Apprenticeship Training and workforce training
561330 Professional Employer Organizations	611430 Professional & Management Development Training
561311 Employment Placement Agencies	541120 Office of Notaries
561312 Executive Placement Services	541930 Translation and Interpretation Services



### It's Your Time to Shine!

WMATA's DBE Contractors are encouraged to provide us with before and after pictures of work that is being performed for us so that we can spotlight your company in our monthly newsletters. Submittals should be received no later than the 20th of each month for inclusion in the subsequent month's newsletter.

# Nine Ways Your Business is Like Baseball

Taken from an article written by Jay Snider, Palo Alto Software

Every year around this time, I find baseball analogies everywhere. Spring training is underway, and for a baseball fan like me, it's a hopeful time when my team has the world ahead of it and anything is possible. Everything reminds me of baseball.

That said, business planning and baseball, spring training in particular, have a lot in common. So here's my list of 9 ways running a business is like baseball.



1. Choosing your team – Item one on the spring training agenda is nailing down the roster. Contracts were taken care of over the winter, so teams already know what stars will be playing where. But the utility players, the rookies, and the guys on the verge... Spring training is the time for those players to show managers and coaches what they can do. And for the coaches and managers, they've got to look closely at the talent in front of them so they can figure out who's going to help the team win today and who's going back to the minors. Sound familiar? One of the hardest parts of running a business is hiring and managing your staff. Spring training season of their own, as they hire the first employees who are going to help them make their business a reality.
2. Who goes where? – Managers don't have to just figure out who's on the team. They have to come up with batting orders and pitching rotations, bench players and scheduling matchups. It requires a lot of planning to assess your team and determine the best way to use it. In baseball, you bat your power hitter in the "cleanup position," because that's where he can drive in the most runs. In business, projects go to the best person for the job. Have a big sales pitch? Who's your cleanup hitter?
3. Getting in shape – In baseball, spring training provides a time for players to work out together, getting their bodies and minds ready for the season ahead. A good company makes sure their employees are "in shape" by giving them the tools they need to do their jobs. Whether this means updating computers or software, offering education and training so your crew can stay abreast of changes in the field, or providing benefits that help you maintain a healthy workplace, staying on top of these issues and making sure everyone's 'in shape' will pay dividends in the long run.
4. Changing the plan – In both baseball and business, plans have to be flexible. If something isn't working, you don't stick with it just because it's written in your business plan or on your lineup card. Players get hurt or have slumps or sometimes just don't perform how you expected. Sales stagnate or market conditions change. Adjusting your plan to the current reality is the only way to stay on top, whether you're trying to win baseball games or run a business.
5. Giving the customers what they want – Every team plays 162 games in the Major League Baseball season, which means 81 home games worth of seats to fill. Baseball team owners are like the owners of any other business — they have to give their customers value. But since they're not in control of the final result of the game, value means creating an experience. The food, atmosphere, accessibility... Ball park experiences are about more than the game. How is this like your business? You can't just think about your product as the be-all end-all. How is it delivered? How do you follow up? The experience your customer has with your company can make or break their overall view of you and your products. Filling the seats isn't enough. You want those seats filled by people who are happy they came.
6. People remember – Baseball fans keep track of things. Lots of statistic-minded fans can tell you the batting average of every player on their favorite team, going back 20 years or more. And it's not uncommon for serious fans to hold grudges against opposing teams for losses suffered ages ago. Your customers remember things too. One bad experience and they not only will remember, they'll tell their friends. Don't underestimate the power of brand loyalty and word of mouth.
7. The power of the pitch – It's a baseball cliché: Pitching wins ballgames. Not much more to say about it. But do you know how important it is to have a great pitch for your business? Every business owner should be able to describe their business quickly, succinctly, and most of all, interestingly. You never know who you might meet at a party, checkout line, or in an elevator.
8. It's not always glamorous – In fact, lots of people find baseball really boring. Compared to other sports, the pace is kind of slow. But if you really know what to look for, you can pay attention to the game within the game. The strategy, the maneuvers, the nuances... The more you watch, the more you learn and the more enjoyable it is. Sounds a lot like planning a business, doesn't it? Crunching numbers is pretty boring, unless numbers and you have a deep interest in what they mean. Pay attention to the details of your business, and you'll be rewarded.
9. Play a new game every day – A pitcher can give up 10 runs one day and throw a no-hitter in his next outing. Each day is a fresh start, a new opportunity to put another check mark in the WIN column. The best ball players watch video of their own performances, looking for ways to improve what they did yesterday.

The most successful entrepreneurs and business owners do the equivalent. You don't need video to look back at what you did last year; figure out what went wrong (or right!) and put that to work for your future.

If you learn anything about business from baseball, it should be that planning and adjusting are the keys to success.

And don't forget the hot dogs.

# UPCOMING OUTREACH EVENTS

**Business failure is simply not an option for Black-owned businesses. Take the next step in growing and sustaining your business. Register for The USBC Entrepreneur Training Program.**



The University of Phoenix© and the U.S. Black Chambers, Inc. have joined forces to provide an exclusive opportunity to small business owners. The Entrepreneur Training Program is a unique 15-week course that puts businesses on course to compete for contracts, improve opportunities for access to capital and provide the business education needed to stay ahead of the curve.



*The U.S. Black Chambers, Inc. (USBC) provides committed, visionary leadership and advocacy in the realization of economic empowerment. Through the creation of resources and initiatives, we support African American Chambers of Commerce and business organizations in their work of developing and growing Black enterprises. The USBC is an association of more than 100 self-sustaining viable Black Chambers and small business associations nationwide and serves close to 250,000 small businesses. More information can be found at [www.usblackchambers.org](http://www.usblackchambers.org)*

# PRE-BIDS AND SOLICITATIONS

## Washington Metropolitan Area Transit Authority (WMATA)

### Solicitation FQ16140/LP

Construct and Install Data Center & Operation Control Center HVAC Rooftop Work Platforms

Due on 07/20/2016

SBE set-aside: Yes

Contract Administrator: Pepper, Lydia

Email Address: lpepper@wmata.com

#### Synopsis

The Washington Metropolitan Area Transit Authority (WMATA) requires the services of a qualified contractor to construct and install data center & operation control center HVAC rooftop work platforms at the Authority's Carmen Turner Facility (CTF) located at 3500 Pennsy Drive Building B Hyattsville, Maryland 20785 in accordance with the Technical Specifications and Drawings as stated in the solicitation. WMATA will provide written answers, by e-mail to all those who obtain the IFB and provide their e-mail addresses. Your bid must be received with all required submittals as stated in the IFB, no later than 2:00 P.M., July 20, 2016, at WMATA, Office of Procurement and Materials, 600 Fifth Street, NW, Room 3B-02, Washington, DC 20001-2651. Awards for all WMATA procurement can only be made to vendors who are registered in the WMATA Vendor Registration Database (VRD). Therefore, all vendors are strongly encouraged to register in the WMATA VRD prior to submitting a proposal. To register, visit our website at [www.wmata.com](http://www.wmata.com). For registration assistance only, please call Mr. Phillip Barrett, Jr. at 202-962-1408

### Solicitation FQ16127R /BTK

Forklifts

Due on 07/27/2016

Contract Administrator: Kpadeh, Benjamin

Email Address: bkpadeh@wmata.com

#### Synopsis

The Washington Metropolitan Area Transit Authority (WMATA) is seeking bids from qualified contractors to provide forklift equipment replacement as follows: Four (4) forklifts, sit-down operator, propane with standard forks; two (2) forklifts, sit-down operator, propane with extended forks; four (4) forklifts, sit-down diesel, soft cabs; three (3) forklifts, sit-down diesel, hard cabs.

A pre-bid conference Will NOT be held. Your company's bid must be submitted in accordance with the IFB's terms and delivered to WMATA's, Office of Procurement and Materials, 600 Fifth Street, NW, Room 3C-02, Washington, DC 20001-2651, no later than 2:00 p.m. EST (US & Canada) on July 27, 2016.

### Solicitation FQ16147

Paint Materials

Due on 07/06/2016

Contract Administrator: Stidham, Tamika

Email Address: tstidham@wmata.com

#### Synopsis

Washington Metropolitan Area Transit Authority (WMATA) is seeking bids from authorized vendors and reseller to provide Paint Materials. NOTE: The IFB contains a 0% percent DBE Goal requirement. A pre-bid conference will not be held. Your bid must be submitted in accordance with IFB terms and delivered to WMATA's, Office of Procurement and Materials, 600 Fifth Street, N.W., Room 3C02, Washington, DC 20001. Bids must be no later than 2:00 P.M. on July 6, 2015.

### Solicitation FQ16096/AMB

Tunnel Ventilation Panels

Due on 07/11/2016

Contract Administrator: Blanton, Alicia

Email Address: ablanton@wmata.com

#### Synopsis

The Washington Metropolitan Area Transit Authority (WMATA) requires the services of a qualified contractor to fabricate and provide seventy-two (72) complete Programmable Logic Controller (PLC) based Tunnel Ventilation Control Panels and air treatment assemblies for tunnel ventilation operation and monitoring. Your proposal must be received with all required submittals as stated in the RFP, no later than 2:00PM, July 11, 2016, at WMATA, Office of Procurement and Materials, 600 Fifth Street, NW, Room 3C-02, Washington, DC 20001-2651.

### Solicitation FQ16137

VARONIS DATA CLASSIFICATION DATALEERT

Due on 07/06/2016

Hard Copy Price: \$1.00

DBE Participation Goal: 10%

Contract Administrator: Yi, Eric

Email Address: eyi@wmata.com

#### Synopsis

Washington Metropolitan Area Transit Authority (WMATA) is seeking bids from authorized partners and/or resellers to provide Varonis DatAdvantage, and analytic software-based solution for data usage management.

## **D.C. Department of Transportation (DDOT)**

### **Solicitation: DCKA-2016-B-0028**

Title: Mount Pleasant Street, NW Streetlight Upgrade from Park Road, NW to Columbia Road, NW.

Due: 7/21/2016 2:00:00 pm

DBE Goal: DBE 6%

#### Synopsis

Work under this contract consists of upgrading existing streetlights and installing new streetlights on Mount Pleasant Street, NW from Park Road to Columbia Road in Washington, DC. The project will also include construction of conduit duct-bank along Mount Pleasant Street. Milling and overlay of the existing pavement for the project area should be performed curb to curb or as directed by DDOT.

For further information please contact Joyce Timmons at (202) 671-2272 or email her at joyce.timmons@dc.gov.

### **Solicitation: DCKA-2016-B-0038**

Title: Street Pole Cleaning and Painting

Due: 7/21/2016 2:00:00 pm

The Office of Contracting and Procurement, on behalf of District Department of Transportation (DDOT), and Transportation Operations Administration is seeking a contractor to clean and paint one thousand (1000) streetlight and traffic poles out of which approximately nine hundreds (900) poles are streetlight poles and approximately one hundred (100) traffic signal poles through-out the District .

For further information please contact Jeanne Mirabile at (202) 671-02272 or email her at Jeanne.Mirabile@dc.gov.

### **Solicitation: RM-16-IFB-092-BY0-JM**

Title: Electronic Vital Sign Monitors and Mobile Stands

DBE Goal: 35%

Due: 7/19/2016 2:00:00 pm

The Government of the District of Columbia, Office of Contracting and Procurement (OCP)/Department of Behavioral Health (DBH)/Saint Elizabeths Hospital (SEH) is seeking a Contractor to provide Connex Vital Sign Monitors, Part Number 68NXTX-B or equivalent and Mobile Stand with Cable Management Storage System # 4800 for Connex Monitors or equivalent as specified in Section C.5 of this Solicitation.

For further information please contact Jeanne Mirabile at (202) 671-02272 or email her at Jeanne.Mirabile@dc.gov.

### **Solicitation: DCRL-2016-R-0079**

Title: Youth Aftercare Services

Subcontracting Requirement: 35%

Due: 7/15/2016 2:00:00 pm

The Child and Family Services Agency seeks a contractor to provide community-based services for young adults who are emancipating from the foster care system known as Youth After Care Services, to support them in transitioning to a successful, independent adult life.

For further information please contact Robert Stona at (202) 724-7475 or email her at Robert.stona@dc.gov.

### **Solicitation: RM-16-IFB-070-BY4-DJW**

Title: Screening Services

Subcontracting Requirement: 35%

Due: 7/8/2016 2:00:00 pm

The Government of the District of Columbia, Department of Behavioral Health (DBH), is seeking a Contractor to provide an integrated comprehensive biophysical evidence-based screening - instrument and diagnostic assessment instrument that accurately identify individuals having one or more behavioral health disorders.

For further information please contact Denise J. Wells at (202) 671-3174 or email her at denise.wells@dc.gov

# VENDOR DAY

## WMATA's DBE CERTIFICATION

**Occurs every 3rd Wednesday of the month**

Learn the benefits of certification, the application process and eligibility standards, as well as business development and marketing tips from WMATA's DBE/Contract Compliance Office. You can also meet with a certification expert one-on-one for answers to questions that relate specifically to your business. To schedule an appointment, contact Cathy Svoboda at [csvoboda@wmata.com](mailto:csvoboda@wmata.com).

## CONTRACT COMPLIANCE/DBE

**Occurs every 3rd Thursday of the month**

The Authority is committed to ensuring maximum DBE participation and equitable access to all WMATA contracting opportunities. We are available to discuss these topics: Now What (After Certification)?, Review Solicitations, Compliance Guidelines and Facilitate In-House Meetings. To schedule an appointment, please contact Tammy Paige-Sterling at [tpsterling@wmata.com](mailto:tpsterling@wmata.com).

## Newly Certified DBE/SBE Companies

- Sanamatrix, Inc.: Administrative Consulting & General Management Consulting Services, Other Scientific & Technical Consulting Services, Software Publishers, Data Processing & Hosting, Internet Publishing & Broadcasting, All Other Information Services, Surveying & Mapping, Custom Computer Programming Services, Computer Systems Design Services, Computer Facilities Management Services, Other Computer Related Services, Other Management Consulting Services, All Other Professional Scientific & Technology Services, Research & Development (Social Sciences & Humanities), Marketing Research & Public Opinion Polling, Document Preparation Services, All Other Business Support Services, Computer Training, Professional & Management Training Development Training, and Educational Support Services.
- HCP Parking, LLC: Administrative Consulting & General Management Consulting Services and Other Scientific & Technical Consulting Services.
- Everest Consultants, LLC: Engineering Services.
- S, Davis & Associates, PA: Offices of Certified Accountants, Other Accounting Services, Administrative Management and General Management Consulting Services, Employment Placement Agencies, Temporary Help Services, Professional and Management Development Training, and Educational Support Services.
- Novoa Electric, Inc.: Electrical Contractors and Other Wiring Installation Contractors.
- One Source Consulting: Other Accounting Services, Administrative Management and General Management Consulting Services, and Human Resources Consulting Services.
- Bizy Bee Professional Staffing & Biz'ness Solutions, LLC: Office Administrative Services, Employment Placement Agencies, and Temporary Help Services.

## QUESTIONS, COMMENTS AND SUGGESTIONS

Do you have ideas on how to improve the DBE Program or concerns that need to be addressed? We encourage you to stay engaged and let us know how we're doing. Please send your questions, comments and suggestions to [DBEHotline@wmata.com](mailto:DBEHotline@wmata.com).

## Are You Up-to-date With Us? Remember your Annual Review Documents!

WMATA sends e-mail notices to DBE companies throughout the month regarding training, contracting opportunities and relevant information updates. Please be sure the DBE staff has your correct e-mail address. If there has been a change in the ownership, control or management of your firm, you must complete and submit a "Notice Regarding Change" statement within 30 days of the change. As a certified DBE, you're required to submit an annual "No Change" statement, attesting to your continued status as a "socially and economically disadvantaged individual." You must also submit your current Business Income Tax Returns. The forms are available at [wmata.com](http://wmata.com). Click on Business with Metro and then click on Disadvantage Business Enterprise/forms. The "No Change" Statement and supporting documentation should be mailed annually on or before your firm's certification date to:

Washington Metropolitan Area Transit Authority  
DBE & Compliance Office, 3C  
600 5th Street NW  
Washington, DC 20001

## DBE Payment Reporting

If your firm is currently working on a federally-funded project here at WMATA as a DBE, you are REQUIRED to submit a monthly report showing timely payments and amounts from whoever contracted your services. Federal Law – CFR Part 26.29 Prompt Payment mandates that the prime contractor must pay each subcontractor no later than ten (10) working days from the receipt of each payment the prime contractor receives from WMATA. This provision applies to all Prime/Sub and Sub/Sub contracts. Forms can be found at [http://www.wmata.com/business/disadvantaged\\_business\\_enterprise/dbe\\_business\\_forms.cfm](http://www.wmata.com/business/disadvantaged_business_enterprise/dbe_business_forms.cfm). For more information, contact Tammy Paige-Sterling, Sr. DBE & Compliance via email at [tpsterling@wmata.com](mailto:tpsterling@wmata.com).



Washington Metropolitan Area Transit Authority

DBE & Compliance Office

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Website: [wmata.com/business/disadvantaged\\_business\\_enterprises/](http://wmata.com/business/disadvantaged_business_enterprises/)