



August 2013

# The Link to Supplier Diversity

Indiana's Minority & Women's Business Enterprises Division

## In This Issue

- Bidding Opportunities pg 2
- Business Reads pg 2
- New MWBE Certifications pg 3

## Indiana Black Expo's Business Conference Highlights

By: Charlie Miller, IDOA Business Development Intern

Indiana Black Expo's (IBE) Business Conference was held the week of July 15 during its annual IBE Summer Celebration.

The Indiana Department of Administration (IDOA) Minority & Women's Business Enterprises Division (MWBE) conducted four workshops during IBE's Business Conference.

These workshops instructed and engaged business owners in the state certification and compliance processes.

IBE's Business Conference featured additional business development workshops and presented awards commending public service, leadership,



Luther Taylor, Deputy Director of Certifications and Operations, presents the State of Indiana MWBE Certification Clinic workshop at IBE's Business Conference on July 16.

and business excellence.

Celebration and looks forward to future events.

The MWBE Division enjoyed the opportunity to connect with minority- and women-owned businesses at the IBE Summer

**Check out the MWBE's Facebook page for pictures from the business conference.**

[www.facebook.com/IDOA.MWBE](http://www.facebook.com/IDOA.MWBE)



**Pay Audit System Training**  
for Prime & MWBE Subcontractors  
**August 14**  
1 p.m. - 3 p.m.  
Indiana Government Center South

**Certification Clinic**  
for minority & women-owned businesses  
**August 21**  
1 p.m. - 3 p.m.  
Indiana Government Center South

## How to Connect

@IndianaMWBE  
<https://twitter.com/IndianaMWBE>

Like Us  
[www.facebook.com/IDOA.MWBE](http://www.facebook.com/IDOA.MWBE)

Subscribe/Unsubscribe  
email: [jethayer@idoa.in.gov](mailto:jethayer@idoa.in.gov)



[www.in.gov/idoa/mwbe](http://www.in.gov/idoa/mwbe)

## Submit an RFP with Style

An Interview with: Nate Day, IDOA Strategic Sourcing Director

How you respond to a Request for Proposal (RFP) is a reflection of how you conduct your business.

Your proposal could be the first impression a state agency has of you and your services. Make your proposals and business stand out with these three tips:

### Be on Time

When submitting an RFP,

make sure you meet your deadlines. Late responses will not be considered in the bidding process and it looks poorly on your business' time management skills.

If the state agency requests additional information, be responsive. Be professional with your work and considerate of the agency's time.

### Presentation is Important

How you present your RFP is an example of how you run your business.

In your RFP, show that you're organized, prepared, and produce quality goods and services.

When you're preparing your RFP, ask yourself

**Continued on pg. 2...**



**Submit an RFP continued...**

these questions: How will you send your RFP to the state agency? How will you organize the proposal components? How much money will you invest to ensure the RFP is delivered to the agency ?

**Find the Right Format**

If the state agency provides a template to submit a RFP, use it.

The template allows the agency to easily find the necessary information to award a contract.

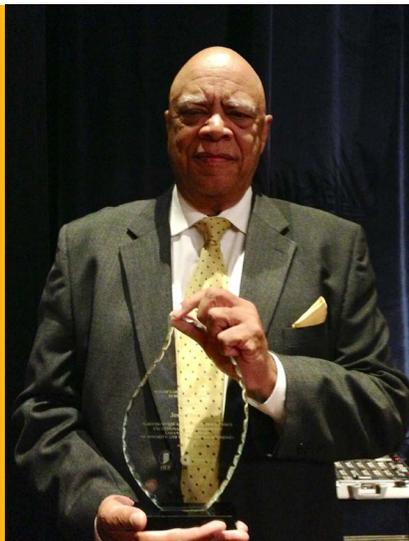
This will help speed up the proposal review and contract award process.

Double-check to make sure your RFP has all of the information requested. For state contracts, there's a check-list in the IDOA Vendor Handbook in Appendix A.

Finally, it's important not to submit photocopies of bid documents. Retain photocopies for your own information, and provide

the originals to the purchasing administrator.

Remember, how you present your RFP is a reflection of how you run your business. Check your spelling/grammar, use high-quality materials, and make sure that the right people receive your proposal on time.



**Jesse Moore**  
Supplier Diversity Development Director  
Purdue University

**Jesse Moore 2013 IBE Award Recipient**

Congratulations to Jesse Moore for receiving the Mayor's Advocate of Diversity in Business Award.

Mayor Ballard presented Moore his award at the Mayor's Breakfast on July 15 at the Indiana Black Expo Summer Celebration.

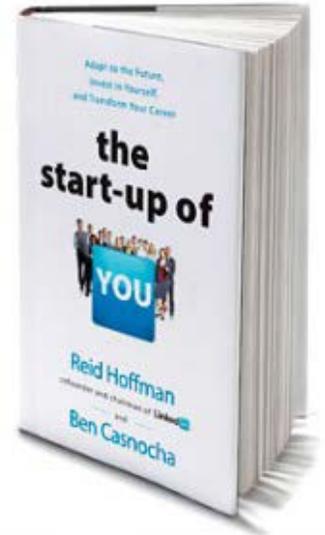
Moore is the Director of Supplier Diversity Development at Purdue University

and a member of the Governor's Commission on Minority and Women's Business Enterprises.

Moore's passion and commitment to supplier diversity and undying support of minority- and women-owned businesses inspires us all.

**Business Reads**

*The Start-up of You*  
Reid Hoffman  
Ben Casnocha



A blueprint for thriving in your job and building a career by applying the lessons of Silicon Valley's most innovative entrepreneurs.

Here, LinkedIn co-founder and chairman Reid Hoffman and author Ben Casnocha show how to manage your career as if it were a start-up business: a living, breathing, growing start-up of you.

**Subcontractor & Other Bidding Opportunities**

Project Name	Due Date	Contact Information
<b>Energy Savings and Controls Upgrades Project</b>	Thursday, August 8	Indiana State University Steve Culp Phone: (812) 249-0409 Steven.Culp@indstate.edu
<b>Masonry Restoration at University Hall, Bid #B0022253</b>	Thursday, August 8	Indiana State University Steve Culp Phone: (812) 249-0409 Steven.Culp@indstate.edu
<b>Rebid-STR 2-3 Sheffield Avenue</b>	Tuesday, August 13	Indiana Toll Road Kristina Thorsten Phone: (312) 552-7106 kthorsten@indianatollroad.org



**Indiana MWBE Business Development Week**

**October 21-23, 2013**  
Indiana Government Center South

# Congratulations to the Certified MWBEs



Arthur Sample, MWBE Compliance Manager, presents the *Indiana Contract Compliance Pay Audit System Training* workshop at IBE's Business Conference on July 16.

## Milestone Performance Inc.

Stephen Green  
(812) 484-8948  
hondo-3@hotmail.com MBE

## Certified WBEs

### A1 Excavating, LLC

Amy Spires  
(812) 508-1129  
a1excavating@yahoo.com WBE

### AR Enterprises, LLC

Ann Martin  
(317) 840-2489  
armartin46240@yahoo.com WBE

### Bonewitz Realty, LLC

Nancy Bonewitz  
(574) 535-3240  
nancybonewitz@yahoo.com WBE

### Continental Design and Engineering, Inc.

Judith Nagengast  
(765) 778-9999  
judy@continentalinc.com WBE

### Countryside Realty Premiere Real Estate

Amy Buckley  
(812) 934-6191  
ctryside@nalv.net WBE

### Eclipse Controls, Inc.

Stephen LaMontagne  
(414) 228-1145  
eclipse@eclipsecontrols.com WBE

### Essential Architectural Signs, Inc.

Cynthia Hulen  
(317) 253-6000  
cindy@essentialsigns.com WBE

### Fitness Funk, LLC

Laura Hecht  
(219) 775-0026  
fitnessfunk@hotmail.com WBE

## Certified M/WBEs

### AF-AM Consulting, Inc.

Doshia Harris  
(317) 523-0380  
doshiaharris@af-am.com M/WBE

### Ascend Behavioral Health & Counseling

Carol Griffin  
(317) 750-9352  
ascendbhcs@yahoo.com M/WBE

### SVC, Inc.

Seema Verma  
(317) 809-8536  
sverma@seemavermaconsulting.com M/WBE

## Certified MBEs

### 3D Properties of Indiana, LLC

Dane Middlebrook  
(317) 513-2369  
threedproperties@yahoo.com MBE

### American Demolition Corporation

Alfredo Palafox  
(847) 608-0010  
slau@adc-il.com MBE

### Arab Termite & Pest Control, Inc.

Syed Shah  
(317) 545-1275  
info@seeabug.net MBE

### Diamond Construction Company, Inc.

Victor Cobin  
(317) 945-6344  
v\_cobian@yahoo.com MBE

### Emed Medical Company

Eric Bailey  
(314) 739-6815  
ebailey@emedmedical.com MBE

### Favour Transportations, LLC

Demaris Watson  
(317) 626-4794  
favourtrans1@att.net MBE

### Heartland Ready Mix, LLC

Charles Garcia  
(317) 254-3240  
cgarcia@garciaconstructiongroup.net MBE

# Congratulations to the Certified MWBEs

## Certified WBEs

### FloSource, Inc.

Amy MacOwan  
(765) 342-1360  
amacowan@flosource.com

WBE

### Hawk Enterprises, Inc.

Johanna Plank  
(219) 662-8090  
joann@hawk-inc.com

WBE

### Indiana Sign & Barricade, Inc.

Janet Schutt  
(317) 377-8000  
jsschutt@aol.com

WBE

### Lynn Trucking

Pam Hall  
(317) 839-0318  
phall0284@aol.com

WBE

### Meskis Toner Cartridges

Susan Meskis  
(317) 517-6071  
Susan@MeskisToner.com

WBE

### Midwest Financial Services Management

Sarah Shaughnessy  
(317) 251-8062  
lehmkuhler@comcast.net

WBE

### Nelson Oil Company, Inc.

Robin Nelson  
(317) 783-3165  
rnelson@nelsonoil.com

WBE



Nate Lofton, MWBE Business Development & Outreach Manager, presents the State of Indiana "I'm Certified Now What" workshop at IBE's Business Conference on July 16.

### Northpointe Engineering & Surveying, Inc.

Donna Smithers  
(317) 884-3020  
donna@npes.biz

WBE

### Offset House, Inc.

Lois Bonjour  
(317) 849-5155  
contact@offsethouseinc.com

WBE

### PF Apple LLC

Paula Fenn  
(317) 773-8683  
pgfenn@aol.com

WBE

### SafeMetrics, LLC

Christy Jennings  
(317) 818-8273  
christy.jennings@comcast.net

WBE

### Sceptre Mechanical, Inc.

Wanda Toler  
(812) 649-9820  
wanda.toler@sceptremech.com

WBE

### The Etica Group

Jessica Nickloy  
(317) 466-9520  
jnickloy@eticagroup.com

WBE



Indiana Department of Administration  
Minority & Women's Business Enterprises  
402 W. Washington Street Room W469  
Indianapolis, IN 46204  
(317) 232-3061  
mwbe@idoa.IN.gov