

THE MENTOR PROTÉGÉ PROGRAM

The Mentor Protégé Program is one component of the business development program services provided by the Business Development and DBE. This program is governed by 49 Code of Federal Regulations (CFR), Part 29, Appendix C and D. Its purpose is to further the development of DBE firms via the provision of training and assistance from other firms so they may:

- Move into non-traditional areas of work.
- Compete in the marketplace outside the DBE program.
- Develop their capacity to compete on projects.



CONTACTS:

MnDOT

395 John Ireland Blvd M.S. 170 St.
Paul Minnesota 55155
George Costilla
george.costilla@state.mn.us
651-366-3352

Met Council

390 Robert St. N.
St. Paul Minnesota 55101
Tracey Jackson
tracey.jackson@metrotransit.org
612-349-7695

Metropolitan Airports Commission

6040 28th Avenue South
Minneapolis Minnesota 55450
Debra Johnson
debra.johnson@mspmac.org
612-726-8193

City of Minneapolis

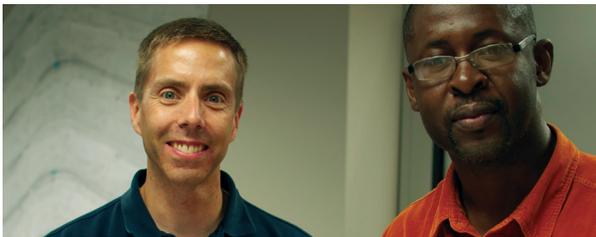
350 South 5th Street
Minneapolis, Minnesota 55415
Jonica Carr
jonica.carr@minneapolismn.gov
612-763-2146



MENTOR | PROTÉGÉ PROGRAM

PROGRAM WITH A PURPOSE

This program was started to give Disadvantaged Business Enterprises (DBEs) the help they need to build their businesses and successfully compete for work in transportation related contracts. By working with experienced prime consultants and contractors (“Mentors”) on MAC/Met Council/ MnDOT/MPLS projects, DBEs (“Protégés”) can learn how to run their companies more efficiently and submit more competitive bids for contracts outside the program. Firms must be certified under the Minnesota Unified Certification Program (UCP) in order to participate. Prime contractors may be reimbursed for their training and assistance costs under Federal Transit Authority (FTA), Federal Highway Authority (FHWA) and Federation Aviation Authority (FAA) programs.



EVERYONE WINS WITH MENTORING

Mentoring is a business-to-business relationship that allows firms to share their expertise and resources to further their business objectives and create a stronger economy with a more competitive business environment. The practice of matching and cultivating relationships between large and small firms yields significant return on investment allowing both to learn, evolve and compete on MAC/Met Council/ MnDOT/ MPLS projects and in new markets.

MENTOR

1. Notify the business development section of agency (MAC/Met Council/MnDOT/MPLS) of your willingness to mentor.
2. Complete and submit a Mentor Protégé application.
3. Attend a networking session to meet potential protégé (s).
4. Select potential protégé (s).
5. Arrange brainstorming meetings with protégé (s).
6. Outline tasks with selected protégé.
7. If both parties agree, prepare a draft agreement.

PROTÉGÉ

1. Ensure DBE certification is up-to-date.
2. Notify Business Development section of your interest.
3. Complete a Mentor Protégé Assessment.
4. Prepare a marketing package for networking session.
5. Attend a networking session.
6. If selected, attend brainstorming meetings with potential mentor (s).
7. If both parties agree on tasks, draft the agreement. Contact agency for a sample agreement.

BOTH MENTOR & PROTÉGÉ

8. Mentor and protégé meet with the Business Development staff.
9. Forward draft agreement to: DBE Certifying agency MAC/Met Council/MnDOT/MPLS.
10. Revise or finalize the agreement per the Business Development staff.

WHAT'S IN IT FOR ME?

Mentor Protégé Program is designed to increase the statewide capacity and availability of DBEs and help the prime consultant or contractor develop relationships that foster DBE participation on projects. Mentors receive credit to partner with DBEs, and DBEs receive assistance to foster their business development.

Common Types of Assistance

- Cash Flow Analysis
- Marketing Plan
- Bidding
- Estimating
- Technical Assistance
- Equipment Utilization
- Financial Counseling
- Bonding
- Capital Formation
- Record Keeping
- Business Planning

