

Contact Persons/Numbers

for Disadvantaged Business Assistance

MDOT - Office of Civil Rights

Ms. Carolyn Bell
Civil Rights Director
P.O. Box 1850
Jackson, MS 39215-1850
601-359-7466
601-576-4504 FAX
cbell@mdot.state.ms.us

Ms. Stacy Slay
DBE Coordinator
P.O. Box 1850
Jackson, MS 39215-1850
601-359-7466
601-576-4504 FAX
sslay@mdot.state.ms.us

Mr. Stan Adams
DBE Certification Officer
P.O. Box 1850
Jackson, MS 39215-1850
601-359-7466
601-576-4504 FAX
sadams@mdot.state.ms.us

SJB Group, LLC

Charles Harkless
200 E. Capital St., Suite 1716
Jackson, MS 39201
601-968-3535
601-968-3595 FAX
CHarkless@SJBGroup.com

Jacquelyn des Bordes
P.O. Box 1751
Baton Rouge, LA 70821-1751
225-769-3400
225-769-3957 FAX
JdesBordes@SJBGroup.com



DBE SUPPORTIVE SERVICES PROGRAM

March 2008

Administered by



COMMITTED
TO THE **FUTURE**
BUILDING ON THE **PAST**

Introduction

SJB Group, LLC. (SJB) are the administrators of the DBE Supportive Services Program for the Mississippi Department of Transportation (MDOT).

The Disadvantaged Business Enterprise (DBE) Supportive Services Program is designed to assist minority, women, and disadvantaged business owners in developing and promoting their businesses in the highway construction industry. It was created by the U.S. Department of Transportation and is administered by the Mississippi Department of Transportation.

Our Credentials

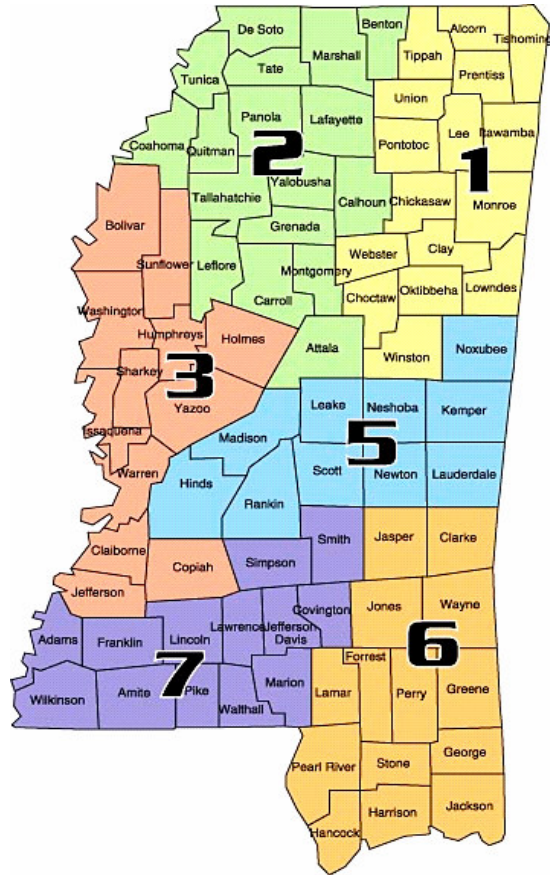
SJB Group, LLC. was formed in 1953 and provides engineering, surveying and construction management services for local, state, and private clients. Our Construction Services Division has provided assistance to LADOTD and MDOT in management of their Disadvantage Business Supportive Services Programs. Our key employees have worked in the construction industry for over 32 years and have valuable first-hand experience in marketing, bidding and estimating, the interpretation of contract terms, conditions and specifications, etc.



Expanding your business

Building your capabilities

Partnering with you



- District 1 - Tupelo (662) 842-1122 fax (662) 844-5731
- District 2 - Batesville (662) 563-4541 fax (662) 563-0138
- District 3 - Yazoo City (662) 746-2513 fax (662) 746-9344
- District 5 - Newton (601) 683-3341 fax (601) 683-7030
- District 6 - Hattiesburg (601) 544-6511 fax (601) 544-0227
- District 7 - McComb (601) 684-2111 fax (601) 684-7358

DBE Needs

Please complete and return by mail or fax to: (601) 968-3595. If you have any questions feel free to give us a call at (601) 968-3535 or send an email to: charkless@sjbgroup.com or jdesbordes@sjbgroup.com

Business Name: _____

Business Address: _____

Business Phone #: _____

Specialty Area: _____

- Select One
- Do you prefer to receive communications via email? Yes No
 - Do you bid on MDOT projects? Yes No
 - Have you had an MDOT job? Yes No
 - Are you presently working on an MDOT job? Yes No
 - Do you plan to bid on MDOT jobs in the next six months? Yes No

Please Identify Areas of Assistance Needed

- Accounting & Record Keeping
- Financial Assistance
- Loan and Bond Packaging
- Business Management
- Marketing
- Contract Compliance
- EEO/Affirmative Action
- Job Cost Control
- Preparing Budgets
- Actual Cost Reports
- Scheduling and Planning
- Plans and Specs
- Project Scheduling
- Labor/Bar Chart
- Material Delivery
- Estimating/Bidding
- Legal
- Contract Negotiations
- Delay Costs
- Construction Lien Law
- Computer Training
- Hardware/Software
- Other: _____

