

SPRING 2020

Trade Partnership Series

BUILDING OPPORTUNITIES



Suffolk

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Program Overview & Course Descriptions

What is the Trades Partnership Series?

At Suffolk, our steadfast commitment to provide equal access and opportunity for all qualified, experienced firms is embedded in every member of our project teams. The Trades Partnership Series is a program designed to provide trade partners with valuable insight on doing business with Suffolk while developing their skills to be a successful industry contributor. This year's program is being held at Suffolk's national headquarters in Boston and is structured in an interactive format with a focus on providing an overview of our construction management procedures and processes.

Courses will be taught by Suffolk executives and local industry experts at Suffolk's Boston office. All participants will be required to complete all classes without any absences or late attendance. All successful graduates will receive a certificate of completion and gain one-on-one access to a Suffolk mentor.

Eligible firms must hold one of the following certifications:

- Minority Business Enterprise

- Women Business Enterprise

- Veteran Business Enterprise

Firms must also have been in business for a minimum of two years.

Applications for the 2020 Boston program will open on Monday, February 17th and will be accepted until March 20th by visiting www.suffolk.com/northeast-trades-partnership-series.

All sessions to be held at Suffolk's Boston office located at 65 Allerton St. Roxbury, MA 02119.

- APRIL 2ND** Introduction to Our Suffolk Partners/Opening Reception, 6-8PM
- APRIL 9TH** Risk Management & Safety, 6-8PM
- APRIL 16TH** Project Management Life Cycle & Financials, 6-8PM
- APRIL 23RD** Innovation & CoLabs/Project Management Technology, 6-8PM
- APRIL 30TH** Preconstruction / Pre-Qualification / Estimating & Purchasing, 6-8PM
- MAY 7TH** Project Planning: Plan and Control, 6-8PM
- MAY 14TH** Public Contracting & Union Relationships / Legal & Compliance, 6-8PM
- MAY 21ST** Access to Capital and Graduation Ceremony, 6-8PM

Suffolk is proud to be partnering with local industry and community partners for this year's program who will serve as additional resources for the participant firms.



Mayor's Office of
Economic Development
EQUITY & INCLUSION



Boston
Global
Investors



MP BOSTON



MASSACHUSETTS
MINORITY
CONTRACTORS
ASSOCIATION

TRINITY
FINANCIAL

Session One

Introduction to Our Suffolk Partners

Welcome to Suffolk! This introductory session will serve as the kick off for the eight-session series. Participants will be given an introduction to key executive personnel at Suffolk and the Massachusetts Supplier Diversity Office. Each of the courses will be explained in more detail, and participants will get a chance to network with each other and other key personnel that will be present.

Session Two

Risk Management & Safety

This course will focus on Suffolk's risk management procedures. Participants will gain a better understanding of the processes that Suffolk has in place in order to reduce risk on all jobsites. Participants will learn what types of insurance they should be carrying and the various types of insurance limits. The trade partner prequalification process will be explained in detail so that participants will know what information they will need to provide.

This course will focus on Suffolk's Safety & Health program. During this section, participants will gain a better understanding of what Suffolk's expectations of trade partners will be on a project and highlight our commitment to have an incident and injury free workplace. Participants will learn what a safety program is, and how to implement their own program and encourage safe behavior on the jobsite. Various OSHA standards and how to apply them on the job will be reviewed. Participants will learn how Suffolk utilizes Predictive Solutions software to complete safety inspections.

Session Three

Project Management Life Cycle & Financials

This course will provide an overview of Suffolk's project management procedures, requirements, and processes. The importance of preparation for the project before it is awarded to the trade partner will be stressed, along with the critical items to pay attention to throughout the life cycle of the project. Key meetings and the expectations of the trade partner will be discussed. The document management, financial management, and project closeout process will also be covered.

Session Four

Innovation & CoLabs/Project Management Technology

This course will review the primary technology platforms employed by Suffolk to efficiently coordinate projects and communicate between the various stakeholders. At the conclusion of this session, participants will understand the benefits and applications of each platform and the basic hardware requirements to maximize their effectiveness as a trade partner.

Session Five

Preconstruction / Pre-Qualification / Estimating & Purchasing

During this session, participants will learn how to get on the bid invitation list and how to download drawings from the FTP site. Suffolk's bidding process will be discussed in greater detail along with the presentation of what an Exhibit B entails. After completing this session, participants will have a better understanding of the various reporting that will be completed on a job. Suffolk's certified payroll process will be explained for certain jobs where this applies, and participants will also learn about Suffolk's payment process.

Session Six

Project Planning: Plan and Control

Project planning starts with the schedule and is continuously progressed throughout the project. This course will be an overview of Suffolk's scheduling process and what trade partners' responsibilities will be throughout the process, as well as the principles of Lean Construction and how Suffolk applies these principles to our project planning. The topics that will be discussed include Draft Baseline Letter to Subcontractors, review of the major components of the schedule during the group meeting, trade partner feedback on the final schedule, and schedule distribution. Regarding Lean planning, we will review each component of the planning process including pull planning.

Session Seven

Public Contracting & Union Relationships / Legal & Compliance

Public Contracting: During this session participants will be informed about various aspects of government contracting including filed sub-bidding; state and city certifications, workforce goals & reporting, and where to located publicly bid contract opportunities.

Union Relationships: During this session, participants will be introduced to key union officials. We will discuss the importance of developing strong healthy working relationships with various union affiliations in order to gain greater access to Suffolk's projects.

Session Eight

Access to Capital

Participants will receive access to financial institutions that are interested in capital investments in their construction overview. Lending programs and advice when looking for a loan will be discussed. How evaluation criteria differs among lenders and information on bonding will also be addressed in this session. First-hand information on funding opportunities will be provided for the operating capital that so many MBEs, WBEs and VBEs need.

02

Trade Partner
Contact List

Past Graduates

AAMS CORPORATION

ACS MECHANICAL, LLC

ACT ABATEMENT
CORPORATION

AD CONTRACTING SERVICES

ADVOQT TECHNOLOGY GROUP

AERODYNE MECHANICAL
CONTRACTORS

AFFORDABLE BUILDING
SOLUTIONS

ALBANESE BROTHERS, INC.

ALL CAPE PAINTING &
CARPENTRY, LLC

ALL TIME SERVICE INC.

AMERICAN GREEN BUILDING
CONSTRUCTION SERVICES,
INC.

AMERICAN VETERAN
ENVIRONMENTAL CORP.

ANDELLA IRON, INC.

ANDY RAMOS ELECTRIC LLC

ANTHONY DESMOND
CONTRACTING, LLC

ANVIL STEEL ENGINEERING,
INC.

APEX CONSTRUCTION &
ENVIRONMENTAL, INC.

ARIMANN BUILDING SERVICES,
INC.

ATA CONSTRUCTION

BASCOM ENVIRONMENTAL

BEANTOWN BUILDERS, INC.

BLUEBIRD GRAPHIC
SOLUTIONS

BOSS STEEL, INC.

BUILDING SCIENCE &
CONSTRUCTION

BWS WELDING AND
FABRICATION INC.

CAAN FENCE INC.

CALEDONIA CONSTRUCTION
COMPANY, INC.

CAPITAL CITY CONSTRUCTION
& MANAGEMENT SERVICES,
INC.

CAROLS LIGHTING & SUPPLY
COMPANY

CENTAUR CONSTRUCTION
SERVICES LLC

CDS CONTRACTING SERVICES,
LLC

CHAPMAN CONSTRUCTION
GROUP INC.

CHATEAU VINYL LINOLEUM

CKM CONSTRUCTION

CLEAN WORLD INC.

CNT CONSTRUCTION

COASTAL CONSTRUCTION

COASTAL MARINE
CONSTRUCTION, LLC.

COMMERCIAL AIR CONTROL

DEMELO CONSTRUCTION
SERVICES CORP.

Past Graduates

DESIGN CONSTRUCTION &
CONSULTING SERVICES INC.

DESIGN TECH CONSTRUCTION
SERVICES

DONE RIGHT BUILDING
SERVICES, LLC
EDM CONSTRUCTION INC.

ELEGENCE IN GRANITE, LLC.

ELITE TRUST CONSTRUCTION
ESSEX NEWBURY NORTH
CONTRACTING GROUP

EVERMORE LIGHT AND POWER,
INC.

FABULOUS PAINTING, INC.

FEDERAL CONCRETE, INC.

FIRE CODE DESIGN, LLC.

FRANKLIN ANALYTICAL
SERVICES, INC.

GENERAL AIR CONDITIONING

GENERAL SAFETY SERVICES
CORPORATION

HIBBERT ELECTRICAL
COMAPNY, LLC.

HOPE TRUCKING AND
DEMOLITION INC.

INNER CITY FIRE PROTECTION
INC.

J&J CONSTRUCTION
ARCHITECTURAL
WOODWORKING, INC.

JA BULLOCK LANDSCAPING

JAMA PROFESSIONAL
SERVICES, INC.

JC ELECTRIC INC.

JEREZ, LLC.

JERICO COMMERCIAL
CONSTRUCTION, LLC.

J.F. SHINE MECHANICAL INC.

JIMENEZ & SON
CONSTRUCTION CO., INC.

J.L. FRENCH TRANSPORTATION,
LLC.

JNB CONSTRUCTION

JOHN TILE & MARBLE

KIJANI CONSTRUCTION, LLC.

KT&T DISTRIBUTORS

KO STONE

KW STEEL STRUCTURES, LLC.

L&L CONTRACTING, INC.

LAZARO CONCRETE

L.MARTINEZ CONSTRUCTION,
INC.

MARIA FALLON ELECTRICAL
SERVICES, LLC.

MASONRY DOCTOR

MASS CONSTRUCTION
MANAGEMENT, INC.

MASS REMODELING AND
PAINTING LLC

MASS SIGNAL SERVICE LLC

MAVEN CONSTRUCTION

MCCOY FENCING

MONTROND COMPANY

NARMAN CONSTRUCTION INC.

NEC BUILDERS

Past Graduates

NEW CHAPTER HOME
IMPROVEMENT

NEW ENGLAND CONCRETE
SERVICES, INC.

ONE WAY DEVELOPMENT LLC

OGDEN ENTERPRISES, INC.

OUTKAST ELECTRICAL
CONTRACTORS
USA DRYWALL INC.

PACIFIC DRYWALL INC

PINNICK CONSTRUCTION &
ASSOCIATES, LLC

PIPELINES, INC.

PREMIUM PROPERTY
SOLUTIONS

QUOCK ASSOCIATES, LLC.

REBARS & MESH, INC.

RICHARDSON ELECTRICAL
COMAPNY, INC.

R.M. TECHNOLOGIES, INC.

S&S TRUCKING, LLC.

S&V EXCAVATION, INC.

S.BARZOLA CONCRETE CORP.
SAMIOTES CONSULTANTS, INC.

SENICES ENTERPRISES

SHILOH ELECTRICAL
SERVICES, INC.

SUNSHINE RESTORATIONS

T&T STEEL ERECTORS INC

TAINO CONSULTING GROUP

TAVARES, LLC

TERVA CONSTRUCTION

THE EDWARDS GROUP, LLC

THE PRIME GROUP INC.

THE SIGN SHOPPE
TRAMM ELEVATOR CO., INC.

THIRD EYE SURVEILLANCE &
SECURITY

UNITED ELEVATOR COMPANY
INC.

VIGIL ELECTRIC CO., INC.

W.S. ANDERSON, INC.

WALLACE CONSTRUCTION
CORP.

WESTVIEW BUILDING
COMPANY