

South Dakota Disadvantaged Business Enterprise

# Newsletter

March 2024



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Options for Small Businesses

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# Loans, Grants, and Other Funding Options for Small Businesses

*by Project Solutions Inc. Team*



Whether your company is just starting up or preparing for another busy season, maintaining a steady, positive cash flow is paramount to the success of your firm. It can be difficult for small businesses to generate or accumulate the necessary funds for their business, which is why many business owners turn to banks and other lending institutions for assistance.

There are many instances where a company would seek a loan or funding assistance of any kind. Having a cash infusion allows new businesses to invest in essential resources and infrastructure, especially at the early stages of a company. Or a business may need access to capital to maintain operational stability or even seize growth opportunities. Regardless of the reason a company looks to lending, they must also be prepared to overcome the challenges involved with securing these funds.

## **Barriers to Funding**

For starters, most traditional banks prefer to lend to small companies that have been in business for at least two to five years. This allows enough time to generate a company history of cost borrowing and operations. In fact, having a strong financial history is the most significant factor any lending institution considers when approving loans. If your company lacks an established credit history, banks will most likely turn to your personal credit history to glean that information.

With or without an established credit, many banks also require an applicant to offer collateral as security for the loan. Common types of collateral include real estate, equipment, inventory, cash, and investment funds. The risk here is connecting your assets to your debt. If you default on the loan, the lender can seize and sell collateral to recoup its losses.

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Although they are the most sought-after option, traditional banks are not the only available funding source. Small businesses can also seek out grants. It's worth noting, however, that while grants are available, the application process can be extremely competitive and complex. Be sure to fully understand the requirements before putting the time into a grant application.

## Overcoming the Challenges

Whether you're facing a risk-adverse lender or a highly competitive grant opportunity, small businesses can expect to face barriers to funding. Despite these barriers, small businesses are still awarded loans every single day. Let's look at some of the strategies you can take to increase the likelihood of acquiring a loan:

### *Build a Strong Credit History*

This is the most direct way to earn a lender's confidence. By using credit cards judiciously, maintaining timely payments, and demonstrating proper debt reimbursement practices you can prove your trustworthiness with money.



When building credit, it's important to know the difference between personal and business credit scores. A personal credit score is obviously attributed to your personal history. As previously stated, lenders will often look at this when there is limited business history, insufficient collateral, or to understand an individual's financial character. Higher credit scores may result in lower interest rates, but lower scores do not automatically exclude you from a loan.

Similarly, business credit scores look at your company's payment history, outstanding balances, and business transactions. These are usually calculated by one of three major credit bureaus and ultimately reflect a business's financial trustworthiness. Dun & Bradstreet provides business credit reports and includes information about how a business interacts with vendors and other suppliers. Having a healthy business credit score can go a long way in gaining access to capital.

It's also helpful to know the expected credit score range an organization is comfortable lending in. The more you know about the organization and their lending habits, the better position you will be in to secure the loan. Here are some common funding options and their usual minimum credit score requirement:

- Traditional banks and credit unions: 680
- SBA lenders: Mid-600s
- Term loans and lines of credit: 670
- Commercial real estate loans: 680
- Equipment loans: 550

### *Develop a Business Plan*

Developing a strong business plan is also crucial to securing funding. A well-developed business plan shows the lender that you are in control of the company, have a plan for the future, and have charted out financial projections. A business plan outlines the business model and shows lenders when and how their loan will be repaid. It is a formal, fundamental, written document describing a company's core business activities and objectives.

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A good business plan should consist of your company background and ownership, short and long-term goals, description of services or products, past performances, marketing plan and analysis, and a financial plan including estimated revenue and forecasts.

There are endless examples of business plans you can find online. Additionally, there are a variety of free resources available to small businesses to help create a business plan such as the SBA, APEX Accelerators, and local small business development centers. Your DBE certification also entitles you to free business plan development guidance from Project Solutions as well!

### *Seek Alternative Funding Sources*

When you think of getting a loan, almost everyone considers going to a bank. However, there are other options for funding available as well. We briefly discussed the challenges of grants, but that doesn't make them irrelevant. You should conduct research for agencies who award grants in your profession. Organizations such as GrantsForWomen, MogulMillennial, and Positive Impact, are some examples that award grants to a wide audience.

Another option to explore is crowdfunding. Many people are familiar with Kickstarter and GoFundMe, but there are also crowdfunding platforms designed to service specific groups of people like IFundWomen and FundBlackFounders.



Crowdfunding is a viable option because instead of a single lender, there are several investors raising funds in a collective online effort. As such, there are different crowdfunding types: Debt, Reward, Equity-based. If utilizing a crowdfunding service, it's vital to know exactly which type of crowdfunding you're soliciting and what cost or expense may be present.



### **Getting the Loan**

Regardless of whether you're seeking funding through a bank, grant, or crowdfund, you still need speak confidently on your business and repayment ability. Having a good story and understanding of your company and industry will sell your credibility and business acumen. Combine that with these additional steps and you will drastically increase the likelihood of acquiring funding:

1. Establish a clean and consistent credit history.
2. Identify what size loan your business needs, how you will spend it, and how long it will take to pay back.
3. Determine the amount of loan you can afford.
4. Decide the type of loan you wish to use.
5. Choose where and whom to secure the loan from.

## Did you know?

Contractors, DBEs, and all other interested parties are invited to attend an in-person meeting prior to developing the SDDOT's overall DBE goal for the FFY 2025-2027. The meeting will be held in the DOT Commission room at 700 E. Broadway Avenue, Pierre, SD from 10:00 am CDT until 12:00 pm CDT on Thursday May 16, 2024. If you are unable to attend in-person there is also a virtual option. The link to the virtual option can be found on the SDDOT DBE Supportive Services website, which is [www.sddbe.com](http://www.sddbe.com).

## Announcements



## U.S. Department of Transportation

Effective March 1, 2024, the business size limit for applicant and certified DBEs seeking to participate in FHWA and FTA-assisted contracts is adjusted for inflation from \$30.40 million to **\$30.72 million**. A DBE firm must still meet the size standard(s) appropriate to the type(s) of work the firm seeks to perform in DOT-assisted contracts. These standards vary by industry according to the NAICS code(s) defined by the Small Business Administration (SBA).

## Upcoming Training & Events

**Mar. 28** **Women's Business Conference**  
The DEC | Aberdeen | SD  
Thur., March 28, 2024  
9:00 AM - 3:30 PM CDT  
Cost: \$109 (through March 20)  
[Learn More>](#)

**April 18** **Succession Planning for Service-Based Contractors**  
Virtual Webinar  
Thur., April 18, 2024  
12:00 PM - 1:00 PM CDT | Free  
[Learn More>](#)

**April 2** **DBE, Civil Rights, and Labor Law Compliance Training**  
Virtual Webinar  
Tue., April 2, 2024  
Starting at 9:00 AM CDT | Free  
[Learn More>](#)

**April 30** **2024 Small Business Week Contracting & Exporting Seminar**  
Black Hills State University | Rapid City  
Tue., April 30, 2024  
9:00 AM - 1:00 PM CDT | Free  
[Learn More>](#)

**April 4** **Marketing Strategies for Service-Based Contractors**  
Virtual Webinar  
Thur., April 4, 2024  
12:00 PM - 1:00 PM CDT | Free  
[Learn More>](#)

# Upcoming Bid Lettings

*For March 20, 2024*

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1. NH-CR 0037(158)126 (PCN 06A2); Beadle; SWPPP = 12.00 AC; Urban Grading, PCC Surfacing, Storm Sewer, Curb & Gutter, Sidewalk, Lighting, Signals, Crossing Surface; SD37 - Fm 9th St S to 3rd St N in Huron
2. 2024 01( ) (PCN X05T); Beadle; Water Main Replacement, Associated Service Lines & Sanitary Sewer Spot Repairs; Downtown Streetscape Improvements and South End Tree Replacement; SD37 - Fm 9th St S to 3rd St N in Huron

*For April 4, 2024*

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1. PT 0011(153)57 (PCN 0823); Lincoln; SWPPP = 0.13 AC; Scour Protection, Berm Repair; SD11 - Str 2.5 N of US18 Jct; Str 6 S of Minnehaha Co Line
2. PH 8028(19) (PCN 05WM); Haakon; Signing & Delineation; Various County, City, & Township Roads in Haakon County
3. P 0038(46)332 (PCN 05UR); McCook, Minnehaha; SWPPP = 7.20 AC; Cold Milling, Asphalt Concrete Resurfacing, Structure (8x8 CIP RCBC), Pipe Work; SD38 - Fm US81 to SD19
4. P 0042(77)301 (PCN 04F6); Davison, Hanson, McCook; SWPPP = 8.60 AC; Cold Milling, Asphalt Concrete Resurfacing, Pipe Work; SD42 - Fm SD37 to Bridgewater
5. IM 0901(200)1 (PCN 07D3); Lawrence; Polymer Chip Seal, Joints, Approach Slab Repair; I90 E & W - Strs 1.7, 2 E of the WY State Line, Interch over Schenk Lane, 3, 1.3 W of the US85 Interch, EBL Off Ramp 0.3 W of the US85 Interch & 1.0 SE of the SD34 N Interch
6. IM 0020(205) (PCN 07CV); Minnehaha; Approach Slab Repair, Polymer Chip Seal, Crash Wall; Various Locations Throughout the Mitchell Region
7. NH-P 0043(37) (PCN 096X); Custer, Fall River; Asphalt Surface Treatment; Various Locations in the Custer Area
8. NH-P 0013(168), 0009-191, 0009-192 (PCN 0970, I7DR, I7DT); Beadle, Buffalo, Clark, Lyman, Sanborn, Spink; Asphalt Surface Treatment; Various Locations in the Custer Area
9. NH-P 0031(58) (PCN 096K); Hughes, Potter, Stanley; Rout & Seal; Various Locations in the Pierre Area
10. P 0022(95) (PCN 096L); Brookings, Moody; Rout & Seal; Various Locations in the Sioux Falls Area
11. P-PH-B-PT 0010(124)296 (PCN 05F4); Brown, Marshall; SWPPP = 135.00 AC; Shoulder Widening, Replace Str RCBC (2-10x4 CIP Box or 2-11x4 Precast Box; 4-12x12 CIP Box; 2-11x4 CIP Box; 10-5 CIP or 11x5 Precast), Approach Grading, Modify Intersection, Pipe Work; SD10 - Fm E of the James River to Britton; SD10 - Str 4.6 W of SD27 S over a Drainage Ditch

# Invitation to Bid

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## Invitation to Bid #1:

### The Office of the State Engineer on behalf of the South Dakota Department of Game Fish & Parks

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Department of Game Fish & Parks at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=1311dac5876486105b7ddb5bbbbbb357a](https://www.sd.gov/cs?id=sc_cat_item&sys_id=1311dac5876486105b7ddb5bbbbbb357a) until **March 20, 2024 at 3:30 PM CT** for the **(Snake Creek Recreation Area) Dump Sta. Const. & Rural Waterline Upgrade CAT 5.2, Department of Game Fish & Parks, North Stanley, South Dakota, OSE# G2123--48X/ARPA.**

There will be a remote pre-bid meeting held via video conference on **March 11, 2024 at 3:30 PM CT**. Prospective bidders must email Sam Cotter in advance to receive an invitation to attend the video conference. The project site may be visited at any time. Campus contact is John Bechard, 605-773-3078, [John.Bechard@state.sd.us](mailto:John.Bechard@state.sd.us). OSE contact is Steven Palmer, [steven.palmer@state.sd.us](mailto:steven.palmer@state.sd.us) 605-295-1215.

Copies of the Plans and Specifications may be obtained by bidders at the office of HR Green, Inc., 431 N. Phillips Avenue, Suite 400, Sioux Falls, SD 57104. A/E Contact: Sam Cotter, 605-221-2659, [scotter@hrgreen.com](mailto:scotter@hrgreen.com). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State;

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Bureau of Human Resources and Administration of the State of South Dakota. The BHRA reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

## Office of the State Engineer

Published twice at the total approximate cost of \_\_\_\_\_.

## Invitation to Bid #2:

### The Office of the State Engineer on behalf of the South Dakota Department of Corrections

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Department of Corrections at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=bf3fa2161b2846500348a6c4604bcb18](https://www.sd.gov/cs?id=sc_cat_item&sys_id=bf3fa2161b2846500348a6c4604bcb18) until **March 20, 2024 at 2:00 PM CT** for the **Crawford E/W, Bathroom ADA Upgrades, Mike Durfee State Prison, Springfield, South Dakota, OSE# C1524-03X/SWMR.**

There will be an on-site pre-bid meeting on **March 14, 2024 at 1:00 PM CT**. All bidders can meet at 1412 Wood Street Mike Durfee State Prison in the Gil Hall Conference Room. This pre-bid meeting is optional but is the bidders only opportunity to review the site. Campus contact is Rob Caruana, 605.941.0183, [rob.caruana@state.sd.us](mailto:rob.caruana@state.sd.us). OSE contact is Nick Wassilak, [nick.wassilak@state.sd.us](mailto:nick.wassilak@state.sd.us).

Copies of the Plans and Specifications may be obtained by bidders at the office of designArc Group LLC, 434 5th St Brookings, SD 57006. A/E Contact: Tyson Vogt, 605.696.7580, [tyson@designarcgroup.com](mailto:tyson@designarcgroup.com). Anyone

*Continued on Page 7*

requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Bureau of Human Resources and Administration of the State of South Dakota. The BHRA reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

#### **Office of the State Engineer**

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#### **Invitation to Bid #3:**

**The Office of the State Engineer on behalf of the South Dakota Bureau of Human Resources and Administration**

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Bureau of Human Resources and Administration at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=5b21745187a0c6105b7ddb5b5bbb35f3](https://www.sd.gov/cs?id=sc_cat_item&sys_id=5b21745187a0c6105b7ddb5b5bbb35f3) until **March 20, 2024 at 2:30 PM CT** for the **Capitol Building, Roof Replacement, Capitol Complex, Pierre, South Dakota**, OSE# ACC22--07X/SWMR.

There will NOT be a Pre-Bid Meeting. Campus Contact is Brent Gill, 605-773-3344, [Brent.Gill@state.sd.us](mailto:Brent.Gill@state.sd.us). OSE Contact is Kristine Day, [Kristine.Day@state.sd.us](mailto:Kristine.Day@state.sd.us) or Juli Hedrick, [Juli.Hedrick@state.sd.us](mailto:Juli.Hedrick@state.sd.us).

Copies of the Plans and Specifications may be obtained by Bidders at the Office of ISG, Inc., 101 South Reid Street, Suite 202, Sioux Falls, SD 57103. A/E Contact: Kyle Fisel, 605-910-4732, [kyle.fisel@isginc.com](mailto:kyle.fisel@isginc.com). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Bureau of Human Resources and Administration of the State of South Dakota. The BHRA reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

#### **Office of the State Engineer**

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#### **Invitation to Bid #4:**

**The Office of the State Engineer on behalf of the South Dakota Board of Regents**

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Board of Regents at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=b359082887e8c210e88b41180cbb35c6](https://www.sd.gov/cs?id=sc_cat_item&sys_id=b359082887e8c210e88b41180cbb35c6) until **March 21, 2024 at 3:30 PM CT** for the **ID Weeks, Main Floor and 2nd Floor Restroom Renovation, University of South Dakota,**

*Continued on Page 8*



**Vermillion, South Dakota, OSE# R0624--03X.**

There will be an On-Site Pre-Bid Meeting on **March 7, 2024 at 10:00 AM CT**. All Bidders can meet at the Service Center, Vermillion, SD. This Pre-Bid Meeting is optional but is the Bidders only opportunity to review the site. Campus Contact is Jordynne Mart, 605-658-3313, [Jordynne.Mart@usd.edu](mailto:Jordynne.Mart@usd.edu). OSE Contact is Sara Norstrom, 605-280-6606, [Sara.Norstrom@state.sd.us](mailto:Sara.Norstrom@state.sd.us).

Copies of the Plans and Specifications may be obtained by Bidders at the Office of Schemmer, 1300 W 57th St, #2 Sioux Falls, SD 57108. A/E Contact: Steve Thompson, 605-332-7850, [sthompson@schemmer.com](mailto:sthompson@schemmer.com). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Board of Regents of the State of South Dakota. The BOR reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

#### **Office of the State Engineer**

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#### **Invitation to Bid #5:**

#### **The Office of the State Engineer on behalf of the South Dakota Board of Regents**

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Board of Regents at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=972d91741b2c4a100348a6c4604bcb62](https://www.sd.gov/cs?id=sc_cat_item&sys_id=972d91741b2c4a100348a6c4604bcb62) until **March 21, 2024 at 2:30 PM CT** for the **SDSD, Replace Roof Top Units, South Dakota Services for the Deaf, Sioux Falls, South Dakota, OSE# R0524--01X/SWMR.**

There will be an on-site pre-bid meeting on **March 12, 2024 at 11:00 AM CT**. All bidders can meet at SD Services for the Deaf at 4101 W 38th Street, Sioux Falls, SD. This pre-bid meeting is optional but is the bidders only opportunity to review the site. Campus contact is Jim Barkema, 605-274-9513, [Jim.Barkema@usd.edu](mailto:Jim.Barkema@usd.edu). OSE contact is Sara Norstrom, 605-280-6606, [Sara.Norstrom@state.sd.us](mailto:Sara.Norstrom@state.sd.us).

Copies of the Plans and Specifications may be obtained by bidders at the office of EAPC 101 N Phillips Ave, Sioux Falls 57104. A/E Contact: Parker Lawley, 605-444-1600, [Parker.Lawley@eapc.net](mailto:Parker.Lawley@eapc.net). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Board of Regents of the State of South Dakota. The BOR reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/>

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**Office of the State Engineer**

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**Invitation to Bid #6:**

**The Office of the State Engineer on behalf of the South Dakota Bureau of Human Resources and Administration**

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Bureau of Human Resources and Administration at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=0ab2e50b87a48250d60685970cbb355c](https://www.sd.gov/cs?id=sc_cat_item&sys_id=0ab2e50b87a48250d60685970cbb355c) until **March 27, 2024 at 2:30 PM CT** for the **Kinsman BLDG, Addition - BP Fire Sprinkler, Capitol Complex, Pierre, South Dakota**, OSE# ACC22- -26X

There will NOT be a pre-bid meeting. Campus contact is Brent Gil, 605-773-5227, [brent.gill@state.sd.us](mailto:brent.gill@state.sd.us). OSE contact is Nick Wassilak, [nick.wassilak@state.sd.us](mailto:nick.wassilak@state.sd.us) 605-7737052.

Copies of the Plans and Specifications may be obtained by bidders at the office of RSA Architecture, 2307 W 57th St. Ste. 101, Sioux Falls, SD 57108-5049. A/E Contact: Keith Neuharth, 605-336-6891, [keith@rsa-create.com](mailto:keith@rsa-create.com) Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Bureau of Human Resources and Administration of the State of South Dakota. The BHRA reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

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**Invitation to Bid #7:**

**The Office of the State Engineer on behalf of the South Dakota Department of Corrections**

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Department of Corrections at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=a62363d2876c4e10ec0053dd3fbb359b](https://www.sd.gov/cs?id=sc_cat_item&sys_id=a62363d2876c4e10ec0053dd3fbb359b) until **March 28, 2024 at 3:00 PM CT** for the **Pierce Building, Inmate Room Renovations & HVAC Replacement, Yankton Minimum Center, Yankton, South Dakota**, OSE# C2422--03X/SWMR.

There will be an on-site pre-bid meeting on **March 13, 2024 at 10:00 AM CT**. All bidders can meet at YMC, Pierce Building, 178 Mickelson Drive, Yankton, SD. This pre-bid meeting is optional but is the bidders only opportunity to review the site. Campus contact is Rebecca Schieffer, [Rebecca.Schieffer@state.sd.us](mailto:Rebecca.Schieffer@state.sd.us), 605-291-5294, OSE contact is Nick Wassilak, [Nick.Wassilak@state.sd.us](mailto:Nick.Wassilak@state.sd.us) 605-773-7052.

Copies of the Plans and Specifications may be obtained by bidders at the office of designArc Group, 2301 W. Russell Street, Sioux Falls, SD 57104. A/E Contact: Nick Kummer, 605-692-7579, [Nicholas@designArcgroup.com](mailto:Nicholas@designArcgroup.com). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so

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for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

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#### **Invitation to Bid #8:**

##### **The Office of the State Engineer on behalf of the South Dakota Board of Regents**

Electronic bids will be accepted by the State Engineer on behalf of the South Dakota Board of Regents at [https://www.sd.gov/cs?id=sc\\_cat\\_item&sys\\_id=608f098d877882109572a6450cbb353b](https://www.sd.gov/cs?id=sc_cat_item&sys_id=608f098d877882109572a6450cbb353b) until **March 28, 2024 at 3:30 PM CT** for the **Community Center, Phase II Roof Replacement, Dakota State University, Madison, South Dakota**, OSE# R0423--04X.

There will be an on-site Pre-Bid meeting on **March 19, 2024 at 11:00 AM CT**. All bidders can meet in the Lobby of the Community Center. This Pre-Bid Meeting is optional but is the Bidders only opportunity to review the site. Campus Contact is Corey Braskamp, 605-256-5222, [corey.braskamp@dsu.edu](mailto:corey.braskamp@dsu.edu). OSE Contact is Brandon Carda, 605-295-1570, [brandon.carda@state.sd.us](mailto:brandon.carda@state.sd.us).

Copies of the Plans and Specifications may be obtained by bidders at the Office of The Schemmer Associates Inc., 1300 West 57th Street, Suite 2 Sioux Falls, SD 57108. A/E Contact: Steve Thompson, 605- 332-7850, [sthompson@schemmer.com](mailto:sthompson@schemmer.com). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Board of Regents of the State of South Dakota. The BOR reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

#### **Office of the State Engineer**

Published twice at the total approximate cost of \_\_\_\_\_.

#### **Invitation to Bid #9:**

##### **The Office of the State Engineer on behalf of Journey Construction**

Electronic bids will be accepted by the State Engineer on behalf of Journey Construction via the electronic bidding platform until **March 28, 2024 at 2:00 PM CT** for the **DSU ARL Curtain Wall Systems and Aluminum Entrances, Dakota State University, Sioux Falls, South Dakota**, OSE# R0422--02X. [https://www.sd.gov/cs?id=sc\\_cat](https://www.sd.gov/cs?id=sc_cat)

*Continued on Page 11*

There will NOT be a pre-bid meeting. Campus contact is Corey Braskamp, 605-256-5222, [corey.braskamp@dsu.edu](mailto:corey.braskamp@dsu.edu). OSE contact is Sara Norstrom, [sara.norstrom@state.sd.us](mailto:sara.norstrom@state.sd.us) 605-280-6606.

Copies of the Plans and Specifications may be obtained by bidders at the office of Journey Construction, 4500 W. 58th St, Sioux Falls, SD 57108. Contact: John Reiser, 605-370-9567, [jreiser@journeyconstruction.com](mailto:jreiser@journeyconstruction.com). Anyone requesting, reviewing, or copying Plans and Specifications for this project agrees that they are doing so for the sole purpose of submitting a bid on the project. Bidder further agrees the Plans and Specifications are the sole property of the State.

Each bid in excess of \$100,000.00 must either pre-mail a certified check, cashier's check, or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank to the Office of the State Engineer, Joe Foss Building, 523 East Capitol Ave, Pierre, SD 57501-3182, or upload a copy of their 10% bid bond to their electronic bid issued by a surety authorized to do business in the State of South Dakota and made payable to the Journey Construction. The Journey Construction reserves the right to reject any or all bids and to waive any irregularities therein. All active bids can be found here: <https://boa.sd.gov/state-engineer/adv-advertisements.aspx>

#### Office of the State Engineer

Published twice at the total approximate cost of\_\_\_\_\_.

## Stop Coordinating Chaos and Start Orchestrating Order

Do you struggle to find time in your day to accomplish all the things you need to? Do your work days only seem to get longer? Have you ever worked tirelessly all day and then thought to yourself, "I didn't get anything done that I wanted to?"

These questions probably sound familiar to a lot of business owners. For many it feels like every day is out of their control and they are stuck in a perpetual cycle of chaos that they don't even have the time to get unstuck from! The world contains too many external factors and distractions to neglect an organizational strategy. It's all too easy to get used to operating in chaos, and to believe that is how it needs to be. Entrepreneurs need to take the time to seize back control and structure their efforts in a way that is effective and helps clear their minds. Stop working in chaos and start orchestrating order.



*Continued on Page 12*



The most successful people seemingly have all the time in the world to accomplish the great things they do. Their businesses are successful, their reputations continue to build, and they lead the future of their industries. Many fall into the trap of believing that these individuals have more time to devote to the things they cannot. In reality, that's not the case. They have the same 168 hours per week that anyone would, but they have figured out how to use time more effectively. What's the secret? It's more about what you don't do with your time. These individuals deprioritize and focus their efforts on high value tasks and activities that align with their goals.

As a chaos coordinator, you have too many tasks on your to-do list, you jump from task to task all day long, you keep everything in your head, you experience constant interruptions, and you play firefighter for a large part of your day, and you never feel like you have enough time to get it all done. These are all signs to re-focus efforts on specific activities to capitalize on time.

So how do you do that?

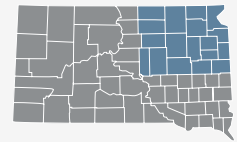


### 1. Understand what your efforts deliver.

There is a common rule called the Pareto Principle, or the 80/20 rule. It states that roughly 80% of results or outcomes come from 20% of the causes or efforts. In other words, most things in life are not distributed evenly and that small proportion of inputs can have a large impact on outputs. You need to zero in on the right inputs.

Did you know that the morning is when humans have the most potential to be the most productive during the day? What are your morning habits or routines look like at work? Discussing the weekend or settling in? Your morning is the most productive part of the day, don't waste it on trivial tasks like responding to emails. Morning habits should have long term goals and not instant rewards. This is the time to take on the big challenges. Where the small, routine, strategic inputs have a large impact on the overall output.

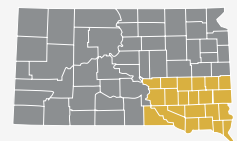
## Regional Lettings



### Aberdeen Region

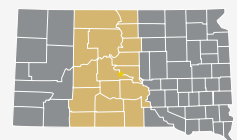
3/20/2024

1. 000n-151, 000n-152, 000p-151, 000p-152 | i7GL, i7GM, i7GN, i7GP | Brown County | Brown County Weed Spraying.
2. 000n-151, 000p-151 | i7GQ, i7GR | Day County | Day County Weed Spraying.
3. 000n-152, 000p-152 | i7GT, i7GU | Edmunds County | Edmunds County Weed Spraying.
4. 000n-152, 000p-152 | i7GV, i7GW | Faulk County | Faulk County Weed Spraying.
5. 000n-151 | i7GX | Marshall County | Marshall County Weed Spraying.
6. 000n-152, 000n-371 | i7GY | McPherson County | McPherson County Weed Spraying.



### Mitchell Region

None



### Pierre Region

*Continued on Page 13*

## 2. Update your to-do list with high value activities (HVAs).

This is a prioritized list that is laser-focused on the things that will have a big impact on the goals you have set for your business. There are a lot of different ways you can categorize your list, but one strategy is to implement color categories:

- a. Red Activities – HVAs that need to be completed today.
- b. Yellow Activities – HVAs that need to be completed this week.
- c. Green Activities – HVAs that can be completed as time allows.

Adopt a system that works for you, but make sure you can identify the HVAs as your top priority.

## 3. Batch your tasks.

Do you find yourself bouncing from task to task a lot? You split your efforts (and brainpower) across several projects, incrementally achieving progress all at once. You may not realize the great expense this takes on your ability to think critically. Think about all your daily tasks. What can you batch together?

Think of a lumber yard as an example. If you order 200 two-by-fours, they're not going to load them one at a time. They batch those together and load them all at once. So, what are your two-by-fours? Emails? Instead of checking and responding to emails as they come in, set aside a specific time of day (no more than three times per day) that you will respond to emails.

Approving invoices and expenses or signing documents throughout the day can eat up a lot of time. Fortunately, this is another task that can be easily batched together. Having a receptacle to collect documents needing your attention or signature will allow you to take on that task in one sitting. Blocking out time, remaining committed to those tasks, and not allowing distractions will drastically increase your output rate.

## 4. Schedule a work session.

Take an hour to 90-minutes per week and schedule an off-site work session. You can treat this just as you would a client meeting. Don't take phone calls. Let your team know that you will be unavailable but will get back to them when you return. This uninterrupted time will allow you to focus on tasks and activities that need your undivided attention. The objective of an off-site work session is to remain in a state of hyperfocus. Remove any distractions that will draw your attention such as email notifications or your phone.

## 5. Turn off notifications.

The average cell phone user is interrupted by some form of notification 178 times per day. If you work 10 hours per day that's 17.8 times per hour that you are interrupted by a notification, which translates to 3 notifications every 10 minutes. Even work notifications need to be

**3/21/2024**

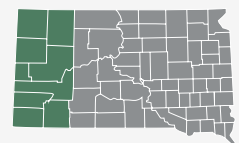
1. 000N-352 & 000P-352 | i7E2 & i7E3 | Stanley, Jackson, Haakon & Ziebach Counties | Contract Spraying of Noxious Weeds - Pierre Area (Unit 352)

2. 000N-351 & 000P-351 | i7DX & i7DY | Hughes, Hyde, & Sully Counties | Contract Spraying of Noxious Weeds - Pierre Area (Unit 351) Shop 354

3. 000N-351 & 000P-351 | i7E0 & i7E1 | Stanley & Lyman Counties | Contract spraying of Noxious Weeds - Pierre Area (Unit 351) Shop 355

4. 000N-392, 000P-392, 000I-391, 000P-391 & 000N-391 | i7D0, i7D1, i7D2, i7D3 & i7D4 | Bennett, Gregory, Jackson, Lyman, Mellette, Todd, & Tripp Counties | Contract Spraying of Noxious Weeds – Winner Area Units 391 & 392

5. 000N-371 & 000P-371 | i7HQ & i7HR | Campbell, Corson, Dewey, Edmunds, & Walworth Counties | Contract Spraying of Noxious Weeds – Mobridge Area Unit 371



## Rapid City Region

**3/21/2024**

1. 000P-471 & 000N-471 | i7h9 & i7ha | Butte County | Control growth of declared weeds in Butte County, SD DOT Right-Of-Way

*Continued on Page 14*



managed. You cannot be constantly available for every email, text, phone call, quick question, approval, review, or conversation. Structure your tasks and make sure your team knows your availability.

The first step is to take a serious look at your daily working habits. That takes time you probably don't have. Find it. Put the extra effort in upfront to streamline your methods. Implementing these strategies will yield precious time in your day to focus on the things that will produce substantial outputs for your company. Instead of wondering (or fearing) what each day has in store for you, take control with an established routine, designed to capitalize on your most productive times. It's vital to make the effort to orchestrate order because as your company grows, you will only add more responsibility. Prepare yourself for success by establishing a strong work strategy now.

## Welcome New DBEs!

### Newly Certified Firms:

#### Lovci Construction & Fabrication, LLC

Erosion control seeding, soil prep, mulching, fertilization, flagging, airport traffic control.

Contact: [codie@lovconconstruction.com](mailto:codie@lovconconstruction.com) | (402) 276-0026

#### T&M Concrete, LLC

Concrete drop inlets, footings, foundations, flatwork, sidewalks, driveways, drive aprons, box culverts (cast/precast).

Contact: [tjohnke@outlook.com](mailto:tjohnke@outlook.com) | (605) 359-1844

### Regional Lettings Continued

2. 000P-471, 000N-471 & 000N-472 | i7hc, i7hd & i7he | Harding County | Control growth of declared weeks in Harding County, SD DOT Right-Of-Way

3. 000P-472 & 000N-472 | i7hf & i7hg | Perkins County | Control growth of declared weeds in Perkins County, SD DOT Right-Of-Way

### 3/21/2024

1. 231-452 | i7ec | Hwy 231 in Rapid City | Pavement and Pipe Repair on Hwy 231 in Rapid City

### 3/28/2024

1. 000P-491, 000N-491, 000P-492 & 000N-492 | i7hh, i7hj., i7hk & i7hl | Custer County | Control growth of declared weeds in Custer County, SD DOT Right-Of-Way

2. 000P-492 & 000N-492 | i7hm & i7hn | Oglala Lakota County | Control growth of declared weeds in Oglala Lakota County, SDDOT Right-Of-Way

3. 034-451 | i7en | Hwy 34 east of Sturgis | Pipe Repair on Hwy 34 east of Sturgis

[For listings please visit the SDDOT website's Regional Lettings here](#)