

**WORCESTER REGIONAL TRANSIT AUTHORITY**



**PROPOSED DISADVANTAGED BUSINESS ENTERPRISE (DBE)**

**GOAL SUBMISSION**

**FFY 2021 – FFY 2023**

## **Goal Submission for Fiscal Years 2021-2023**

### New Goals

The Worcester Regional Transit Authority's (WRTA) overall goal for the time period FFY2021 – FFY2023 (October 1, 2020, - September 30, 2023) is 1.22% of federal financial assistance. During this period, the WRTA will expend in DOT-assisted contract, exclusive of FTA funds to be used for the purchase of transit vehicles \$6,304,780 (\$1,687,317 in FFY21, \$2,714,050 in FFY22, and \$1,903,411 in FFY23).

The WRTA has set a goal of expending \$76,812 with DBE's over the next three federal fiscal years. WRTA estimates that in meeting our overall goal of 1.22% we will obtain 1.22% from race-neutral participation and 0% through race-conscious measures.

### Proof of Publication

WRTA published a notice announcing the DBE goals that it has established as part of the DBE program of each applicable federal fiscal year (FFY21-FFY23) on the WRTA website ([www.therta.com](http://www.therta.com)). The goal has been actively shared with local Chambers, Minority Activist groups, and promoted on the WRTA Facebook page.

The notice informed the public that a DBE participation program, including DBE goals and a description of how these goals were developed, are available for inspection through March 8, 2021 by contacting the WRTA. Due to Covid-19 protocols, no in person inspections were allowed. Both the WRTA and Federal Transit Administration will accept comments throughout this period.

### Consultation with DBE Stakeholders

WRTA invited 11 community and minority-based groups along with 8 local chambers of commerce and community development corporations to a virtual Zoom meeting to review the WRTA's proposed goal and goal making methodology. Attendees were given background information on the WRTA DBE Program, resources on how to become a certified DBE vendor, the proposed contracting opportunities for the three-year period covered by the goals and an explanation of the proposed goals, the WRTA's assumptions, and how the goals were calculated. During the meeting, WRTA sought feedback from attendees on our assumptions as well as identifying potential small and minority owned businesses that the WRTA could establish relationships with.

In addition to the input mentioned above, WRTA participates in the Unified Certification Program (UCP) managed by MassDOT. The UCP provides DBE certification for eligible business and conducts outreach and training across the state. WRTA utilizes the database, as maintained by the UCP, to locate DBE-certified businesses.

## **Goal Construction**

### Projects

The WRTA and the Worcester Redevelopment Authority (WRA), a sub-recipient of the WRTA, plan the following projects for the FFY2021 – FFY2023 period:

WRTA:

- Support Vehicles for operations and maintenance
- Support Equipment including telephones, ITS upgrades, bus camera upgrades
- Associated Capital Maintenance parts including tires, engines, transmissions, diesel particulate filters, hybrid battery pack, injectors, air compressors, and vanners.
- Computer hardware equipment including upgrade to servers, laptops, desktops, and storage area network
- Computer software including upgrades to servers and laptops, new farebox system, a secure network, budget wizard, and migrate maintenance software to virtual.
- Replace old bus shelters
- Replace bus stop signage and install electronic signage
- Install additional camera's at M&O

WRA (all projects relate to the design, renovation and rehabilitation of Union Station and surrounding area):

- Automated lighting controls, refinish elevators, exterior electrical service, Harding Street wall, replace generator, interior floor of intercity bus terminal, bicycle storage, bike lockers, front driveway repair, public address system, repair terrazzo floor, carpet replacement, regrade entrance to boiler room, replace exhaust fans, paint and refinish gypsum wall system, train platform tactile warning system, repair front canopy marquee, exterior site improvements, Harding Street entrance improvements, install single stall restrooms, for staff and WPD.

The above projects are a detailed sample of the projects planned during the next three years but should not be considered all inclusive.

## **Goal Methodology**

### Geographic Region

The relevant geographic market for contractors for WRTA projects is defined as the Commonwealth of Massachusetts. This was determined based on substantial number of past projects being awarded to firms from across the state.

## Information Sources

WRTA used two sources to determine the availability of total firms and the number of DBE firms certified in our area.

1. WRTA is part of a UCP with the Commonwealth of Massachusetts and the Massachusetts Department of Transportation. The Commonwealth's Supplier Diversity Office (SDO) works to certify Disadvantaged Business Enterprises and, in doing so, keeps a directory of these businesses on their website. This is a searchable and downloadable directory, which allows for DBE certified businesses to be sorted by NAICS.

WRTA downloaded the SDO directory, then categorized, sorted, and checked for duplicate listings in similar categories. WRTA identified 177 DBE certified firms with the applicable NAICS codes.

2. To determine the overall number of firms – per applicable NAICS code – within the same geographic region, WRTA used the Census Bureau's County Business Pattern (CBP) database that is made available by the U.S. Census. The database is searchable by state, county, as well as NAICS code.

WRTA identified 10,634 – via the Census Bureau's County Business Pattern (CBP) database that are associated with the applicable NAICS codes as well as located within the same geographic area.

## **Goal Setting Process**

### Step One: Base Figure

In order to determine a base figure for the DBE goal the following methodology was used:

WRTA began by first determining a base figure for the relative availability of DBE's

Using the Massachusetts Supplier Diversity Office (SDO) DBE Directory, WRTA determined the number of ready, willing, and able DBE's located within the WRTA geographic area for each of the projects / procurements that WRTA expects to award during each of the three years within the period (FFY21 – FFY23).

Next, WRTA utilized the Census Bureau's County Business Pattern (CBP) database to determine the total number of ready, willing, and able firms available within the WRTA geographic area that perform work in the same applicable NAICS codes.

After determining the number of DBE firms and the number of all firms in each applicable NAICS, WRTA divided the number of DBE firms by the total number of ready, willing and able firm in each applicable NAICS. In doing so, the WRTA provided a baseline figure for the relative availability of DBE firms by NAICS code.

The baseline figure for each year was then weighted by applying the Weight % by Project Expense applicable to each contract that is anticipated for award. This process gives a final Step 1 Base Figure.

Fiscal Year 2021

For Fiscal Year 2021, the Authority anticipates awarding the following contracts:

NAICS	Project	A Projected Cost	B Weighted by Project Expense (A / A Total)	C # of Ready, Willing, & Able DBE Firms	D # of all Firms	E % of Ready Willing, & Able DBE Firms (C / D)	F Weighted % of Ready, Will, & Able (B x E)
236220	Harding Street Improvements, Hub Improvements, M&O Improvements	\$ 68,000	4.03%	22	738	2.98%	0.12%
238140	Exterior Masonry Repair, Harding Street Wall	\$ 15,340	0.91%	12	570	2.11%	0.02%
238210	Automated Lighting Controls, Replacement Generator, Public Address System	\$ 376,000	22.28%	31	2,418	1.28%	0.29%
238220	Repace Exhaust Fans, Construct Single Stall Restrooms	\$ 8,800	0.52%	6	3,179	0.19%	0.00%
238330	Replace Carpet, Repair Floor Bus Waiting Area	\$ 20,000	1.19%	2	382	0.52%	0.01%
238390	Refinish Elevators, Replace Bike Lockers	\$ 48,000	2.84%	3	138	2.17%	0.06%
238990	Renovate Front Driveway, Regrade Entrance to Boiler Room, Repair Train Tactile Warning System	\$ 1,600	0.09%	22	801	2.75%	0.00%
323111	Install and Replace Bus Stop Signage	\$ 16,000	0.95%	12	400	3.00%	0.03%
326211	Bus and Van Tires	\$ 203,577	12.07%	0	0	0.00%	0.00%
423120	Bus and Van Parts	\$ 434,400	25.75%	1	241	0.41%	0.11%
423430	Desktop and Laptop Computers, Upgrade Server, Replace Storage Area Network	\$ 40,000	2.37%	5	234	2.14%	0.05%
423860	Bus Shelters	\$ 30,000	1.78%	10	15	66.67%	1.19%
444110	Purchase Non-Revenue Operations and Maintenance Vehicles	\$ 157,600	9.34%	0	480	0.00%	0.00%
511210	New Farebox System, Migrate Fleetwatch to Virtual, Purchase Budget Wizard	\$ 260,000	15.41%	0	653	0.00%	0.00%
561621	Install Additional Camera's at M&O	\$ 8,000	0.47%	0	136	0.00%	0.00%
		<b>\$ 1,687,317</b>	<b>100.00%</b>	<b>126</b>	<b>10,385</b>	<b>1.21%</b>	<b>1.87%</b>

**FY2021 Base Figure = 1.21%**

**FY2021 Base Figure Weighted = 1.87%**

Fiscal Year 2022

For Fiscal Year 2022, the Authority anticipates awarding the following contracts:

NAICS	Project	A Projected Cost	B Weighted by Project Expense (A / A Total)	C # of Ready, Willing, & Able DBE Firms	D # of all Firms	E % of Ready Willing, & Able DBE Firms (C / D)	F Weighted % of Ready, Will, & Able (B x E)
236220	Harding Street Improvements, Hub Improvements, M&O Improvements	\$ 148,000	5.45%	22	738	2.98%	0.16%
238140	Exterior Masonry Repair, Harding Street Wall	\$ 120,000	4.42%	12	570	2.11%	0.09%
238190	Repair Front Canopy Marquee	\$ 12,000	0.44%	4	101	3.96%	0.02%
238210	Automated Lighting Controls, Replacement Generator, Public Address System	\$ 813,466	29.97%	31	2,418	1.28%	0.38%
238220	Repace Exhaust Fans, Construct Single Stall Restrooms	\$ 48,000	1.77%	6	3,179	0.19%	0.00%
238310	Repaint Gypsum Wall System	\$ 80,000	2.95%	5	527	0.95%	0.03%
238390	Refinish Elevators, Replace Bike Lockers	\$ 23,977	0.88%	3	138	2.17%	0.02%
238990	Renovate Front Driveway, Regrade Entrance to Boiler Room, Repair Train Tactile Warning System	\$ 69,600	2.56%	22	801	2.75%	0.07%
323111	Install and Replace Bus Stop Signage	\$ 18,432	0.68%	12	400	3.00%	0.02%
326211	Bus and Van Tires	\$ 212,316	7.82%	0	0	0.00%	0.00%
334220	Repace Telephones	\$ 18,760	0.69%	0	36	0.00%	0.00%
423120	Bus and Van Parts	\$ 292,800	10.79%	1	241	0.41%	0.04%
423430	Desktop and Laptop Computers, Upgrade Server, Replace Storage Area Network	\$ 282,400	10.41%	5	234	2.14%	0.22%
423860	Bus Shelters	\$ 65,600	2.42%	10	15	66.67%	1.61%
444110	Purchase Non-Revenue Operations and Maintenance Vehicles	\$ 133,600	4.92%	0	480	0.00%	0.00%
511210	New Farebox System, Migrate Fleetwatch to Virtual, Purchase Budget Wizard	\$ 235,200	8.67%	0	653	0.00%	0.00%
541330	Union Station Renovations and Repairs	\$ 131,898	4.86%	89	1,522	5.85%	0.28%
561621	Install Additional Camera's at M&O	\$ 8,000	0.29%	0	136	0.00%	0.00%
		<b>\$ 2,714,050</b>	<b>100.00%</b>	<b>222</b>	<b>12,189</b>	<b>1.82%</b>	<b>2.96%</b>

**FY2022 Base Figure = 1.82%**

**FY2022 Base Figure Weighted = 2.96%**

Fiscal Year 2023

For Fiscal Year 2023, the Authority anticipates awarding the following contracts:

NAICS	Project	A Projected Cost	B Weighted by Project Expense (A / A Total)	C # of Ready, Willing, & Able DBE Firms	D # of all Firms	E % of Ready Willing, & Able DBE Firms (C / D)	F Weighted % of Ready, Will, & Able (B x E)
236220	Harding Street Improvements, Hub Improvements, M&O Improvements	\$ 144,000	7.57%	22	738	2.98%	0.23%
238210	Automated Lighting Controls, Replacement Generator, Public Address System	\$ 424,000	22.28%	31	2,418	1.28%	0.29%
238220	Repape Exhaust Fans, Construct Single Stall Restrooms	\$ 24,000	1.26%	6	3,179	0.19%	0.00%
238310	Repaint Gypsum Wall System	\$ 80,000	4.20%	5	527	0.95%	0.04%
238340	Repair Terrazzo Floor Cracks	\$ 120,000	6.30%	2	172	1.16%	0.07%
323111	Install and Replace Bus Stop Signage	\$ 4,000	0.21%	12	400	3.00%	0.01%
326211	Bus and Van Tires	\$ 210,331	11.05%	0	0	0.00%	0.00%
334111	Upgrade Bus ITS	\$ 120,000	6.30%	0	17	0.00%	0.00%
334220	Repape Telephones	\$ 48,000	2.52%	0	36	0.00%	0.00%
423120	Bus and Van Parts	\$ 366,120	19.23%	1	241	0.41%	0.08%
423430	Desktop and Laptop Computers, Upgrade Server, Replace Storage Area Network	\$ 77,200	4.06%	5	234	2.14%	0.09%
423860	Bus Shelters	\$ 48,000	2.52%	10	15	66.67%	1.68%
444110	Purchase Non-Revenue Operations and Maintenance Vehicles	\$ 56,000	2.94%	0	480	0.00%	0.00%
511210	New Farebox System, Migrate Fleetwatch to Virtual, Purchase Budget Wizard	\$ 165,760	8.71%	0	653	0.00%	0.00%
561621	Install Additional Camera's at M&O	\$ 16,000	0.84%	0	136	0.00%	0.00%
		<b>\$ 1,903,411</b>	<b>100%</b>	<b>94</b>	<b>9,246</b>	<b>1.02%</b>	<b>2.48%</b>

**FY2022 Base Figure = 1.02%**

**FY2022 Base Figure Weighted = 2.48%**

Three Year (FFY2021 – FFY2023) Weighted Step One Base Figure Average:

Fiscal Year	Percent
2021	1.87%
2022	2.96%
2023	2.48%
Net	7.31%
FY Period (3)	3
<b>3-Year Average</b>	<b>2.44%</b>

Step Two: Adjustment

An adjustment to the overall goal of 2.44% is warranted. WRTA determined this by examining the following evidentiary information:

1. Past Participation

WRTA did not meet the DBE goal attainment during the previous 3-year (FFY18-20) goal-setting period. In addition, as the table below shows, the median past DBE participation for the previous 5-year (FFY16-20) was 0%.

Federal Fiscal Year	Race Concious Projection	Race Neutral Projection	Overall Goal	October - March	Goal Attained	April - December	Goal Attained
FFY20	1.50%	1.10%	2.60%	0.04%	No	0.00%	No
FFY19	1.50%	1.10%	2.60%	0.00%	No	3.80%	Yes
FFY18	1.50%	1.00%	2.60%	0.00%	No	0.00%	No
FFY17	0.10%	1.00%	1.10%	0.00%	No	0.00%	No
FFY16	0.804%	0.216%	1.02%	19.23%	Yes	3.60%	Yes
<b>Median Past Participation</b>				<b>0.00%</b>		<b>0.00%</b>	

To calculate the adjustment to its overall DBE goal, the WRTA added the Step 1 Weighted Step One Base Figure to the Past Median Attainment and then divided by 2.



Federal Fiscal Year	Step 1 Base Goal	Past Median Attainment	Base Goal + Past Median Attainment 2
FFY21	1.87%	0.00%	0.93%
FFY22	2.96%	0.00%	1.48%
FFY23	2.48%	0.00%	1.24%
3-Year Average	2.44%	0.00%	1.22%

**Based on the information from the above two tables, the WRTA projects an overall adjusted DBE goal of 1.22%.**

## **Race-Neutral & Race Conscious Participation**

### Past Goal Attainment

The WRTA did not meet the goal of 2.6% for the past three fiscal years (FFY2018-20).

1. In 2018 there was 0% DBE participation
2. In 2019 there was 3.05% participation
3. In 2020 there was .02% participation

WRTA's past attainments were all made by Race-Neutral measures (no contract goals were set). WRTA will strive to continue to meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. WRTA will attain this through the following means:

1. Provide assistance in overcoming limitations such as inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing);
2. Provide technical assistance and other services;
3. Carrying out information and communications programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists for bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate);
4. Ensuring distribution of our DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors; and
5. Each time WRTA submits its overall goal for review we will also submit a projection of the portion of the goal that we expect to meet through race-neutral means and the basis for that projection.