

Martha's Vineyard Transit Authority

Disadvantaged Business Enterprise Goal Methodology FFY2022-FFY2024 Submitted April 11, 2022

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DBE Goal Submission for FFY2022-FFY2024

New Goals

The Martha's Vineyard Transit Authority's (VTA) overall goal for FFY22-FFY24 (October 1, 2021-September 30, 2024) is 9.85% of the Federal financial assistance we will expend in DOT assisted contracts, exclusive of FTA funds used for the purchase of transit vehicles. \$2,495,943 is the dollar amount of DOT-assisted contracts that VTA expects to award between FFY2022 and FFY2024. \$836,820 is expected to be awarded in FFY22, \$1,033,138 is expected to be awarded in FFY23, and \$625,984 is expected to be awarded in FY24.

VTA has set a goal of expending \$245,786 with DBE certified companies over the next three federal fiscal years. VTA expects to meet our overall goal of 9.85% with 100% obtained from race neutral participation and 0% from race conscious methods.

Proof of Publication

VTA published notification of a remote outreach meeting online at www.mvtimes.com from March 28 – April 3, 2022 and in print in the Martha's Vineyard Times on Thursday, March 31, 2022. A copy has been included as Attachment 1. In addition, this information was sent to bidders on VTA's bidders list as well as the Martha's Vineyard Chamber of Commerce. The meeting was held Friday, April 8, 2022.

VTA published a notice announcing the DBE goals established as part of this program in the Vineyard Gazette and Martha's Vineyard Times. In addition, VTA also included an announcement on our website, www.vineyardtransit.com. Copies of these notifications are included as Attachment 2.

VTA did not receive any comments on the DBE goals. As a result, VTA did not make any changes to the goal as a result of comments.

Minority/Women Contracting Groups

VTA has established a meaningful consultation process with small businesses including DBE businesses and organizations that represent the interests of minority and women owned businesses. Locally, VTA is active in business organizations, such as the Martha's Vineyard Chamber of Commerce, which give it an opportunity to reach out to the business community to promote contracting opportunities as they arise as well as giving the agency an opportunity to consult with businesses during this goal setting process.

Another way that VTA solicits input from the DBE community is during the annual Women's Transportation Seminar and Conference of Minority Transportation Officials Annual Business Partnering Expo. To improve the impact of our outreach efforts, VTA partners with peer regional transit authorities to create greater interest in RTA projects

from the DBE community. The Massachusetts Regional Transit Authorities, including VTA, have also met with the Massachusetts Minority Contractors Association (MMCA) to educate them about the DBE process and encourage them to pursue DBE certification for their membership. We also asked for their input into the goal setting process

In addition to the local Chamber of Commerce, VTA 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. VTA also uses the database maintained by the UCP to locate DBE-certified businesses.

VTA conducted an outreach meeting to discuss upcoming procurement opportunities and VTA's goal setting methodology. VTA had one attendee at the outreach meeting, which was held virtually due to COVID-19 and related restrictions on meetings/gatherings.

Goal Construction

Projects

The VTA has included operating expenses VTA can reasonably expect to expend during the time period.

Equipment and Operating Purchases

- Fuel and Petroleum Products
- Legal Services
- Transit Management Services (Operating Contract)
- Office Supplies
- Accounting and Auditing Services
- Tires
- Promotional and Marketing Services
- Uniforms

Capital Projects and Purchases

The VTA is continuing several construction projects funded by Low-No 5339 grants, including stop reconstruction and facility improvements. VTA is also planning HVAC work during the years included in this goal setting period.

A listing of projects by fiscal year has been included on pages 7-9.

Information Sources

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

- 1. VTA is a part of a UCP with the Commonwealth of Massachusetts and the Massachusetts Department of Transportation. The Commonwealth's Supplier Diversity Office (SDO) maintains a directory of these certified businesses on their website. This is a searchable directory in which DBE certified businesses can be sorted by NAICS code. VTA downloaded the directory, categorized, sorted, and checked for duplicate listings in similar categories. VTA identified 174 DBE certified firms within the applicable NAICS codes.
- 2. VTA used the 2019 County Business Patterns provided by the U.S. Census to determine the total number of firms within the same geographic area as the DBE firms found via the SDO database. The 2019 County Business Patterns database is searchable by state, county, and then NAICS code. VTA identified 11,615 firms within the same geographic area and applicable NAICS codes as that of the DBE firms identified.

Goal Setting Process

Step One: Base Figure

VTA began our goal setting process by determining a base figure for the relative availability of DBEs.

Using the Massachusetts Supplier Diversity Office (SDO) DBE Directory, VTA determined the number of ready, willing, and able DBE's in VTA's market for each of project/contract VTA expects to award during each of the three years in the period. VTA uses the Commonwealth of Massachusetts as the local market area as we currently utilize vendors in different areas of the state.

VTA then utilized the Census Bureau's County Business Pattern (CBP) database to determine the number of all ready, willing, and able businesses available in the VTA market that perform work in the same NAICS codes.

After determining the number of DBE firms and the number of all firms in each applicable NAICS, VTA divided the number of DBE firms by the total number of firms in each applicable NAICS. This provided a preliminary figure for the relative availability of DBEs in the VTA market of 1.50%. A listing of this information is included on the following page in *Table 1: Listing of Applicable NAICS Codes for Projected VTA Projects FFY22-FFY24*.

 Table 1: Listing of Applicable NAICS Codes for Projected VTA Projects

FFY22-FFY24

NAICS Codes (2019 County Business)

Massachusetts	Code	Total	UCP/SOMWBA Listing (Massachusetts)	Total
Transit Operations	485113	15	Transit Operations	6
Legal Services	541110	4,280	Legal Services	1
Accounting Services	541200	732	Accounting Services	14
Auditing Services	541211	1,182	Auditing Services	7
Vehicle Repairs	423120	233	Vehicle Repairs	6
Fuels	424720	38	Fuels	10
Tires	441320	305	Tires	0
Promotion & Marketing	541613	874	Promotion & Marketing	66
Office Supplies	453210	105	Office Supplies	0
Uniforms	812331	26	Uniforms	0
Construction (general)	236220	865	Construction (general)	51
HVAC (installation and servicing)	238220	2,960	HVAC (installation and servicing)	13
Total		11,615	Total	174

Total Available w/in NAICS	11,615
SOMWBA Certified	174
DBF	1.50%

After developing the preliminary figure, VTA calculated the weight of each project in respect to the total amount of federal funds VTA expects to expend. The percentage of DBE firms was multiplied by the weight of each project. These figures were then added together to calculate VTA's weighted base goal of 9.85% or \$245,786 out of \$2,495,943.

A listing of projects by year, NAICS codes, number of DBE firms in the NAICS and VTA's area, the number of total firms within the NAICS code and VTA's area, the estimated federal dollar portion of each project, the weight of federal dollars per project, and a weighted DBE base figure has been included on the following pages as *Table 2: VTA Federally Assisted Projects FFY21-FFY23 Development of Weighted Base Goal.*

Table 2: VTA Federally Assisted Projects FFY21, FFY22, FFY23

Development of Weighted Base Goal

Project Award	Project Completion	Project	NAICS	# of DBE firms	# of all firms	Percentage of DBE firms	Estimated Dollar of Contract (DOT Funds only)	Percentage of Budget	Weighted by Budget Expense
2022	2022	Transit Management Services	485113	6	15	0.4000	\$ 47,500	0.0190	0.0076
2022	2022	Legal Services	541110	1	4280	0.0002	\$ 5,700	0.0023	0.0000
2022	2022	Accounting Services	541219	14	732	0.0191	\$ 29,260	0.0117	0.0002
2022	2022	Auditing Services	541211	7	1182	0.0059	\$ 8,360	0.0033	0.0000
2022	2022	Vehicle Repairs	423120	6	233	0.0258	\$ 133,000	0.0533	0.0014
2022	2022	Fuel & Fluids	424720	10	38	0.2632	\$ 133,000	0.0533	0.0140
2022	2022	Tires	441320	0	305	0.0000	\$ 22,800	0.0091	0.0000
2022	2022	Promotion & Marketing	541613	66	874	0.0755	\$ 28,500	0.0114	0.0009
2022	2022	Office Supplies	453210	0	105	0.0000	\$ 22,800	0.0091	0.0000
2022	2022	Uniforms	812331	0	26	0.0000	\$ 1,900	0.0008	0.0000
2022	2022	Construction (general)	236220	51	865	0.0590	\$ 404,000	0.1619	0.0095

836,820

2023	2023	Transit Management Services	485113	6	15	0.4000	\$ 48,688	0.0195	0.0078
2023	2023	Legal Services	541110	1	4280	0.0002	\$ 6,279	0.0025	0.0000
2023	2023	Accounting Services	541219	14	732	0.0191	\$ 32,231	0.0129	0.0002
2023	2023	Auditing Services	541211	7	1182	0.0059	\$ 9,209	0.0037	0.0000
2023	2023	Vehicle Repairs	423120	6	233	0.0258	\$ 146,507	0.0587	0.0015
2023	2023	Fuel & Fluids	424720	10	38	0.2632	\$ 146,507	0.0587	0.0154
2023	2023	Tires	441320	0	305	0.0000	\$ 25,115	0.0101	0.0000
2023	2023	Promotion & Marketing	541613	66	874	0.0755	\$ 31,394	0.0126	0.0009
2023	2023	Office Supplies	453210	0	105	0.0000	\$ 25,115	0.0101	0.0000
2023	2023	Uniforms	812331	0	26	0.0000	\$ 2,093	0.0008	0.0000
2023	2023	Construction (general)	236220	51	865	0.0590	\$ 360,000	0.1442	0.0085
2023	2023	HVAC Work	238220	13	2960	0.0044	\$ 200,000	0.0801	0.0004

1,033,138

2024	2024	Transit Management Services	485113	6	15	0.4000	\$ 49,905	0.0200	0.0080
2024	2024	Legal Services	541110	1	4280	0.0002	\$ 6,451	0.0026	0.0000
2024	2024	Accounting Services	541219	14	732	0.0191	\$ 33,115	0.0133	0.0003
2024	2024	Auditing Services	541211	7	1182	0.0059	\$ 9,461	0.0038	0.0000
2024	2024	Vehicle Repairs	423120	6	233	0.0258	\$ 150,521	0.0603	0.0016
2024	2024	Fuel & Fluids	424720	10	38	0.2632	\$ 150,521	0.0603	0.0159
2024	2024	Tires	441320	0	305	0.0000	\$ 25,804	0.0103	0.0000
2024	2024	Promotion & Marketing	541613	66	874	0.0755	\$ 32,254	0.0129	0.0010
2024	2024	Office Supplies	453210	0	105	0.0000	\$ 25,804	0.0103	0.0000
2024	2024	Uniforms	812331	0	26	0.0000	\$ 2,150	0.0009	0.0000
2024	2024	Construction (general)	236220	51	865	0.0590	\$ 140,000	0.0561	0.0033

496

Totals

0.0171

2,495,943

28925

625,984

Step Two: Adjusting the Base Goal

VTA is not adjusting the weighted goal of 9.85% in Step Two.

VTA examined all of the evidence available in VTA's jurisdiction to determine what adjustment, if any, was needed to the base figure in order to arrive at a VTA overall goal (i.e. past participation, disparity studies, etc.).

1. Past Participation

VTA's past participation increased from 2018 to 2019 and 2020. Participation in 2018 was 4% but increased to 11% (2019) and 10% (2020).

2. Disparity Studies

VTA has studied the impact that access to financial services may have for DBEs. The primary source for VTA was the 2010 Disparity Study Massachusetts Race, Sex and Business Enterprise: Evidence from the Commonwealth of Massachusetts conducted by NERA Economic Consulting for the Division of Capital Asset Management and the Massachusetts Housing Finance Agency in September 2010. Findings from that study indicate that access to credit and loans is more difficult for DBE businesses than for non-DBE businesses. Findings from the study indicated that minority owned firms were less likely to apply for loans due to fear that they would be denied. And, that these fears were well founded as minority firms were more likely to be denied access to credit than whites despite having similar financial backgrounds. For those minority firms that did receive a loan, their interest rates were on average higher than those of a comparable white applicant. The findings of the study clearly state statistically significant differences in access to capital between minority applicants and white applicants. A secondary study, undertaken by MassDOT but not yet completed was also reviewed and will be further studied upon its completion to determine impacts to women and minority owned businesses.

Based on the findings of the 2010 disparity study, VTA is committed to utilizing prompt pay mechanisms to ensure DBE businesses receive their funds in a timely manner.

In reviewing our base goal to determine if an adjustment was necessary, VTA used a study prepared by NERA Economic Consulting in September 2010 for the Commonwealth's Division of Capital Asset Management (DCAM) and the Massachusetts Housing Finance Agency (MassHousing), *Race, Sex, and Business Enterprise: Evidence from the Commonwealth of Massachusetts: Volume II.* This is

the only study VTA was able to locate for Massachusetts. The Massachusetts Department of Transportation has begun the process for a disparity study to be performed which would be more relevant for VTA, however that study has not been completed.

3. Other VTA Efforts

VTA has increased its active consultation and outreach activities to DBE certified businesses, minority and women supportive professional organizations, and business organizations to educate and encourage potential beneficiaries of the program and to acquire input into the agency's goal development. VTA has consulted with WBE and MBE organizations to alert them of potential business opportunities and to seek their counsel on effective ways to reach DBE businesses. Examples of this are consultation with the Massachusetts Supplier Diversity Office, the Massachusetts Association of Minority Contractors and the Women's Transportation Seminar. VTA has prepared and distributed flyers at networking opportunities and has sought advice directly from DBE business owners through an annual diversity program.

DBE businesses have told us that attendance at DBE fairs was a good way to conduct outreach to the DBE community. Many of the businesses met in this setting were not familiar with the regional transit authorities as a potential source of work. Based on the input from our consultative process, we are continuing our outreach through business fairs and participation in organizations that support DBE businesses. This policy allows VTA to connect one on one with potential businesses. Input to the goal setting process from women and minority businesses is that they would like a central place to be made aware of contracting opportunities for all agencies as its too difficult for them to monitor multiple agencies and that more businesses may bid on the work if they were aware of it.

Race Neutral and Race Conscious Participation

Detailed Past Goal Attainment

VTA did meet the DBE goal attainment during the previous goal setting period.

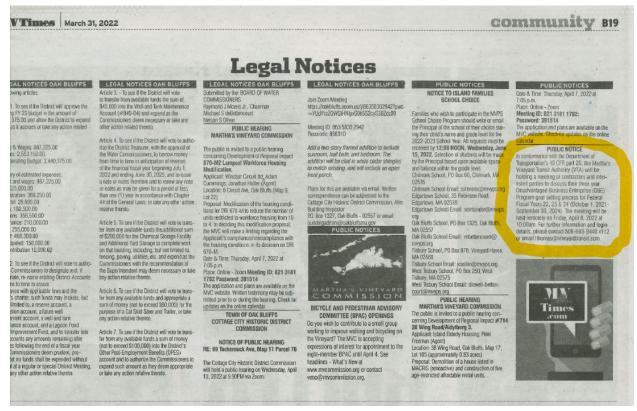
Fiscal Year	DBE Participation
2018	4%
2019	11%
2020	10%

- 1. In FY18, there was 4% DBE participation in contracts awarded
- 2. In FY19, there was 11% DBE participation in contracts awarded.
- 3. In FY20, there was 10% DBE participation in contracts awarded.

The VTA has worked to meet previous DBE participation goals using race neutral means and is planning to continue do so during the upcoming three year period. VTA intends to continue to utilize specific race neutral means in order to meet the goal. This includes:

- 1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and by making contracts more accessible to small businesses. VTA allows potential bidders to conduct site visits at times of their choosing, making the site visit more convenient for the potential bidders.
- 2. Carrying out information and communication programs on contracting procedures and specific contract opportunities. VTA utilizes the MassDOT UCP as a directory of DBE certified firms. DBE certified companies are directly contacted as part of the procurement process for each capital project.
- 3. Providing technical assistance and other services. VTA works to ensure potential bidders understand the project, including compliance with federal regulations.
- 4. Assisting with financial and/or ordering options. For example, if the VTA had a capital purchase which involves the purchase of significant quantities of materials, VTA would work with the business on options for the purchase of large capital equipment or inventory. For example, if a contractor needed to purchase equipment or materials, VTA could potentially order the materials for the contractor to alleviate the burden of financing materials or could work with MassDOT to ensure an expedited turn around for funds.

Attachment 1



In conformance with the Department of Transportation's 49 CFR part 26, the VTA will be holding a meeting of contractors and interested parties to discuss the three year Disadvantaged Business Enterprise (DBE) goal setting process for Federal Fiscal Years 22, 23 & 24 (October 1, 2021 – September 30, 2024). The meeting will be held remotely on Friday, April 8, 2022. For further information and login details, please contact Lauren Thomas at 508-693-9440 x112 or lthomas@vineyardtransit.com.

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Attachment 2

Martha's Vineyard Transit Authority - Disadvantaged Business Enterprise Goal

Proposed Federal Fiscal Year 2022-2024 Goal

The Martha's Vineyard Transit Authority (VTA), in accordance with U.S. Department of Transportation Regulations at 49 CFR Part 26, has established a Disadvantaged Business Enterprise (DBE) Participation Goal for Federal Fiscal Year 2022-2024. VTA's goal for DBE Participation for FFY 2022-2024 shall be 9.85% of funds expended in U.S. Department of Transportation assisted contracts. The purpose of this notice is to afford the general public and the contracting community an opportunity to comment on the program goal.

The goal and description of the methodology used to determine the goal will be available for inspection for 30 days following the date of publication of this notice during normal business hours (8:30am-4:30pm) at VTA's Operations Center located at 11 A St., Edgartown, MA.

VTA and the Department of Transportation will accept written comments on the goal for 30 days from the date of publication of this notice. Comments may be sent to DBELO, VTA, 11 A St., Edgartown, MA 02539 or to Civil Rights Officer, Federal Transit Administration, Volpe Center, 55 Broadway, Cambridge, MA 02142.

Date Posted - 4/11/2022