

ATTACHMENT 2.1

DISADVANTAGED BUSINESS ENTERPRISE (DBE)
CONSULTATION WORKSHOP

Disadvantaged Business Enterprise (DBE) Consultation Workshop



Please join NCTCOG for a DBE goal-setting methodology and consultation workshop. This workshop will expand on the estimated contract awards for 2023, 2024, and 2025 as well as the projected DBE goals.

April 11, 2022
9:30 - 11:00 am

To access the virtual meeting and meeting materials, please go to:



www.nctcog.org/dbe

DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Fiscal Year 2023-2025 Goal Update

Consultation Workshop

April 11, 2022



**FY2023-2025 DBE
GOAL UPDATE**

Introduction

Introduction

DBE Program Overview

DBE Goal Update/Availability Analysis

Schedule

Participation in Contracting Process

Dialogue on Process

FY 2023-2025 DBE GOAL UPDATE

Potential Discussion Topics

Any comments regarding NCTCOG's initial evaluation of the 3-year DBE availability analysis?

Are there specific practices (by NCTCOG or non-DBE firms) that hinder efforts to gain DBE participation? Are there any practice recommendations that would help gain more participation?

Are there better avenues for advertising upcoming Request for Proposals?

Are there potential barriers to NCTCOG's contracting process?

Are there comments or feedback about NCTCOG's DBE Program that you would like to share?

FY2023-2025 DBE GOAL UPDATE

DBE Program Guidance and Thresholds



Requirement: [49 Code of Federal Regulations Part 26](#)

Who is required to have a DBE Program:

- Certain Recipients of Federal Funds (FTA, FHWA)

What are the Requirements:

- Updated DBE Goal Every Three Years (new goal due August 1, 2022)
- Current Goal of 19.4% Active through September 30, 2022, covered FY2020-2022
- Publication of DBE goal as part of RFP
- Certification of DBE Eligibility

FY2023-2025 DBE GOAL UPDATE

DBE Program Overview



Ensure Non-discrimination



Create a Level Playing Field/Fair Competition



Narrowly Tailor Program to Meet Federal Law



Ensure DBE Firms Meet Required Eligibility Standards



Help Remove Barriers to DBE Participation



Assist in Development of Firms to Compete Outside

FY2023-2025 DBE GOAL UPDATE

U.S. DOT *Definition*

Disadvantaged Business Enterprises (DBE):

At Least 51 Percent Ownership by Socially and Economically Disadvantaged Individuals

Management and Daily Operations Controlled by Socially and Economically Disadvantaged Individuals (Owners)

Small Business Concern (Less than \$26.29 Million Gross Receipts)

Socially and Economically Disadvantaged:

Must be US Citizen or Lawful Permanent Resident

Women

Black Americans

Hispanic Americans

Native Americans

Asian-Pacific Americans

Subcontinent Asian Americans

Others as determined by Small Business Administration

FY 2020-2022 DBE GOAL UPDATE

*DBE
Certifications
Accepted*

Texas Uniform Certification Program

- North Central Texas Regional Certification Agency
- City of Austin
- City of Houston
- City of Corpus Christi
- TxDOT
- South Central Texas Certification Agency

US DOT

Interstate Certification Program

Certification Based on Same Definition of Ownership and Control as US DOT

FY2023-2025 DBE GOAL UPDATE

Process to Update DBE Goal

- ✓ Initiate Public Input/Stakeholder Involvement
- ✓ Project Potential Contract Awards (FY 23-25)
- ➔ DBE Goal Development

Publish Goal for Public Comment/Review

Committee Review/Consideration

Implement New DBE Goal – October 1, 2022

2 Step Process:

FY2023-2025 DBE GOAL UPDATE

*Development of
DBE Goal*

Step 1:

Determine Relative Availability of
Ready, Willing & Able DBE Firms

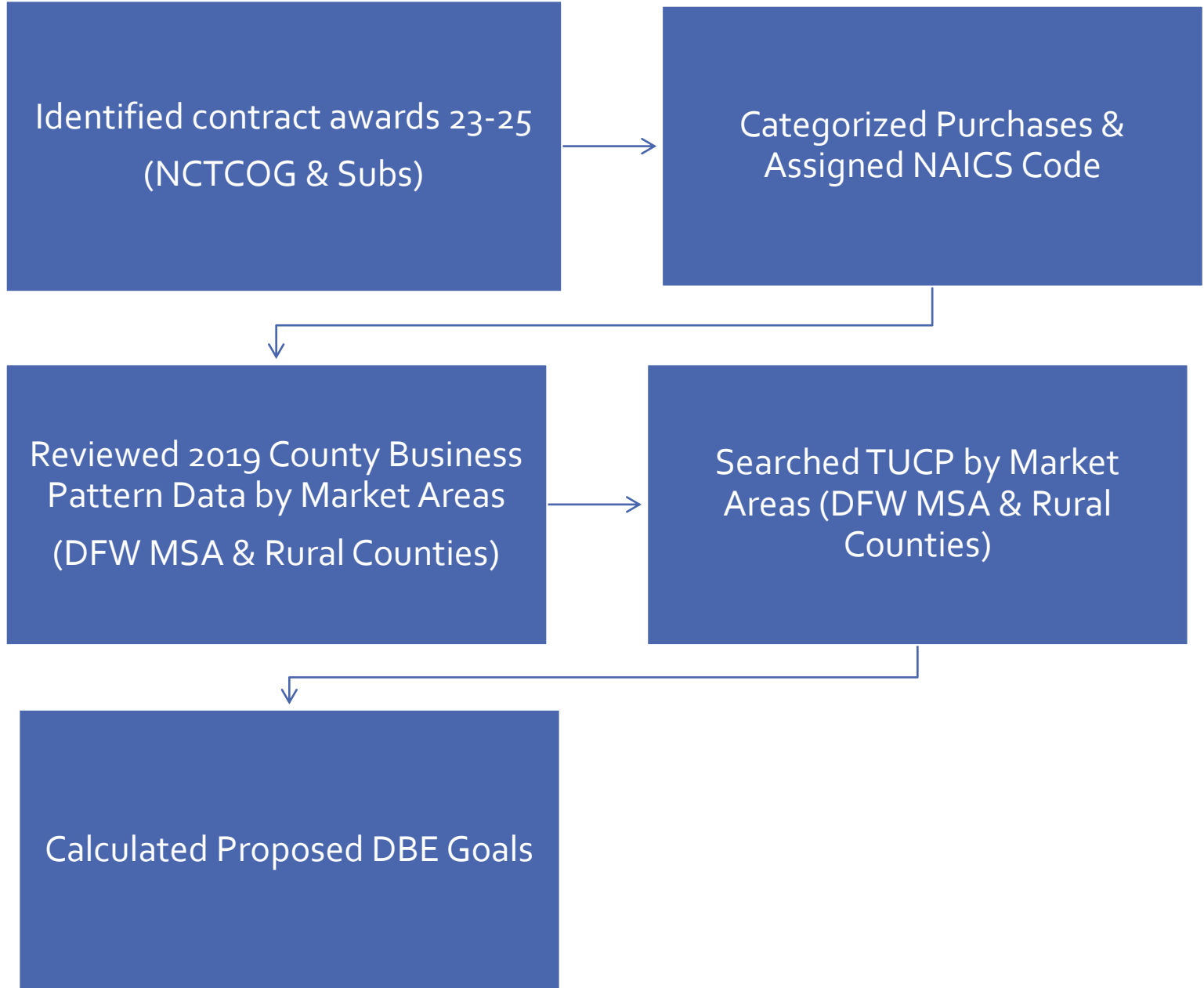


Step 2:

Consideration of Other DBE Data

FY2023-2025 DBE GOAL UPDATE

Step 1: Preliminary DBE Availability Analysis



**FY2023-2025
DBE GOAL
UPDATE**

*Step 2:
Consideration of
Other DBE Data*

Historical DBE expenditures

Disparity studies

Partner agencies' DBE goals

FY2023-2025 DBE GOAL UPDATE

Project Potential Contract Awards

NCTCOG and Subrecipients

| Procurement Type | Potential Awards (in \$1,000s) FTA | Potential Awards (in \$1,000s) FHWA | Potential Awards (in \$1,000s) TOTAL |
|---|--|---|--|
| Building Construction | \$355 | \$0 | \$355 |
| Marketing, Advertising, and Public Relations | \$191 | \$1,800 | \$1,991 |
| Office Supplies & Equipment (Rental & Purchase) | \$449 | \$573 | \$1,002 |
| Operational Administrative, Communications, Support Services | \$2,603 | \$0 | \$2,603 |
| Planning/Engineering | \$0 | \$9,225 | \$9,225 |
| Software and Ancillary Information Technology Professional Services | \$1,060 | \$2,980 | \$4,065 |
| Transportation Equipment | \$13,000 | \$0 | \$13,000 |
| Vehicle Maintenance and Operations Support | \$3,965 | \$0 | \$3,965 |
| TOTAL | \$21,603 | \$14,578 | \$36,206 |

FY2023-2025 DBE GOAL UPDATE

Preliminary DBE Availability Analysis

NCTCOG and Subrecipients

| Procurement Type | Potential Awards (in \$1,000s) | DBE Firms | Total Firms | DBE Goal |
|---|--------------------------------|-------------|---------------|--------------|
| Building Construction | \$355 | 413 | 975 | 42.4% |
| Marketing, Advertising, and Public Relations | \$1,991 | 427 | 1784 | 23.9% |
| Office Supplies & Equipment (Rental & Purchase) | \$1,002 | 35 | 629 | 5.6% |
| Operational Administrative, Communications, Support Services | \$2,603 | 890 | 11,220 | 7.9% |
| Planning/Engineering | \$9,225 | 972 | 2510 | 38.7% |
| Software and Ancillary Information Technology Professional Services | \$4,065 | 665 | 5088 | 13.1% |
| Transportation Equipment | \$13,000 | 22 | 251 | 8.8% |
| Vehicle Maintenance and Operations Support | \$3,965 | 71 | 2403 | 3.0% |
| TOTAL | \$36,206 | 3495 | 24,860 | 14.1% |
| Total Weighted Summary | | | | 17.3% |

FY2023-2025 DBE GOAL UPDATE

Preliminary DBE Availability Analysis

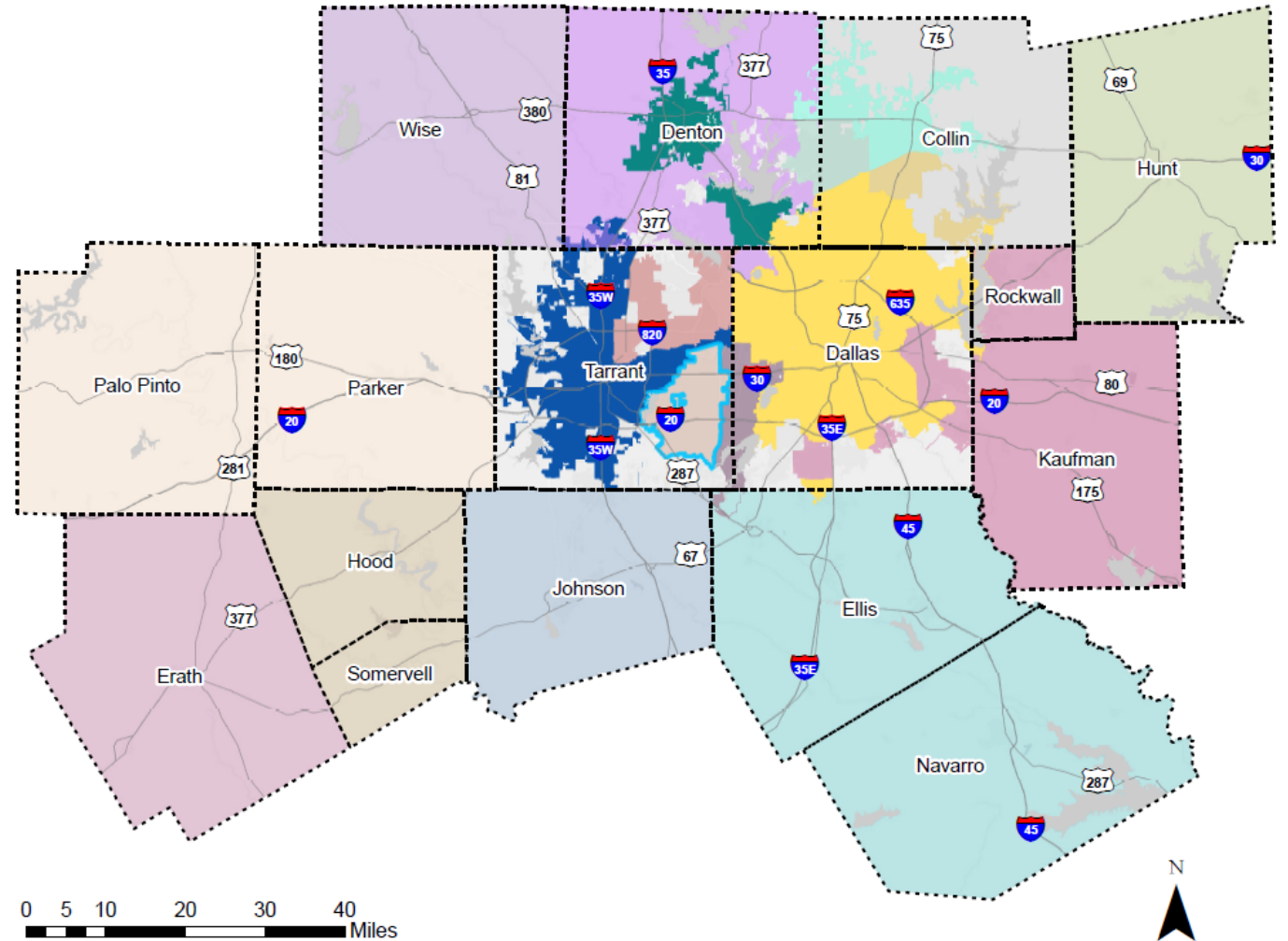
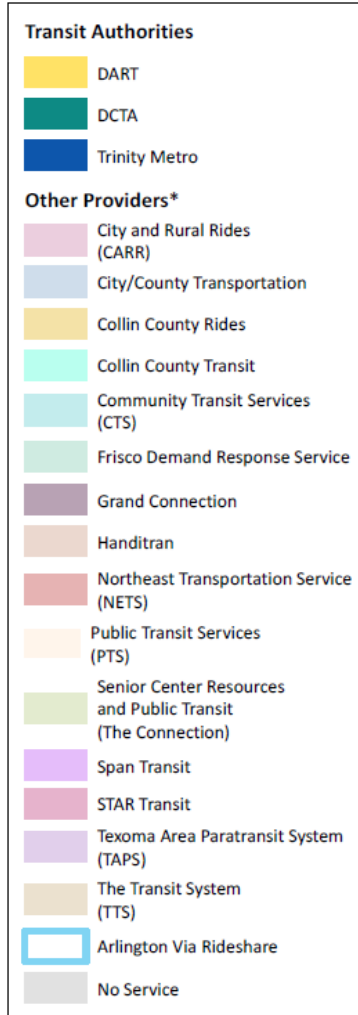
NCTCOG and Subrecipients FTA

| Procurement Type | Potential Awards (in \$1,000s) | DBE Firms | Total Firms | DBE Goal |
|---|--------------------------------|-----------|-------------|-------------|
| Building Construction | \$355 | 136 | 835 | 16.3% |
| Marketing, Advertising, and Public Relations | \$191 | 38 | 923 | 4.1% |
| Office Supplies & Equipment (Rental & Purchase) | \$429 | 11 | 526 | 2.1% |
| Operational Administrative, Communications, Support Services | \$2,603 | 256 | 9,941 | 2.6% |
| Software and Ancillary Information Technology Professional Services | \$1,060 | 665 | 3,047 | 4.8% |
| Transportation Equipment | \$13,000 | 22 | 251 | 8.8% |
| Vehicle Maintenance and Operations Support | \$3,965 | 26 | 2,709 | 1.0% |
| TOTAL | \$21,603 | 635 | 18,232 | 3.5% |
| Total Weighted Summary | | | | 6.3% |

FY2023-2025 DBE GOAL UPDATE

Service Area Map

Public Transportation Provider Service Areas



*The types of service(s) rendered by Other Providers range from demand-response, shared-ride, to fixed-route. Some of these services are available only to individuals prequalified based on income, age, or disability.

FY2023-2025 DBE GOAL UPDATE

Preliminary DBE Availability Analysis

*Subrecipients
FTA*

| Procurement Type | Potential Awards (in \$1,000s) | DBE Firms | Total Firms | DBE Goal |
|--|--------------------------------------|------------|---------------|-------------|
| Building Construction | \$355 | 136 | 835 | 16.3% |
| Marketing, Advertising, and Public Relations | \$191 | 38 | 923 | 4.1% |
| Office Supplies & Equipment (Rental & Purchase) | \$429 | 11 | 526 | 2.1% |
| Operational Administrative, Communications, Support Services | \$2,603 | 256 | 9,941 | 2.6% |
| Software and Ancillary Information Technology Professional Services | \$1,060 | 665 | 3,047 | 4.8% |
| Vehicle Maintenance and Operations Support | \$3,965 | 26 | 2,709 | 1.0% |
| TOTAL | \$8,603 | 613 | 17,981 | 3.4% |
| Total Weighted Summary | | | | 2.7% |

FY2023-2025 DBE GOAL UPDATE

Preliminary DBE Availability Analysis

*NCTCOG and Subrecipients
FHWA*

| Procurement Type | Potential Awards (in \$1,000s) | DBE Firms | Total Firms | DBE Goal |
|---|--------------------------------|--------------|---------------|--------------|
| Marketing, Advertising, and Public Relations | \$1,800 | 427 | 1784 | 23.9% |
| Office Supplies & Equipment (Rental & Purchase) | \$573 | 35 | 629 | 5.6% |
| Planning/Engineering | \$9,225 | 972 | 2,510 | 38.7% |
| Software and Ancillary Information Technology Professional Services | \$2,980 | 665 | 5,088 | 13.1% |
| TOTAL | \$14,578 | 2,099 | 10,011 | 21.0% |
| Total Weighted Summary | | | | 31.3% |

FY2023-2025 DBE GOAL UPDATE

Overview of the Procurement Process

Guiding Principle:

Open, Fair and Competitive Process

RFP Issuance & Advertisement



- All procurement documents posted on www.nctcog.org/rfp
- Consultants registered in our database received notifications of procurements matching their expertise
- Advertisements issued in the Texas Register and newspapers:
 - Dallas Morning News, Dallas Examiner, Al Dia, Tre Magazine
- Posted on various social media

Opportunities for Questions



- Pre-proposal Conference: determined project-by-project
- Written questions & answers

FY2023-2025 DBE GOAL UPDATE

Overview of the Procurement Process Continued

Proposal Submittal

- Formatting, number of printed or electronic copy requirements detailed in RFP
- Proposals typically include:
 - Project Understanding
 - Scope of Services & Schedule
 - Consultant Qualifications
 - Compliance Requirements
 - Proposers are requested to include comments/edits on the sample contract as part of their proposal response.

Consultant Selection Committee & Interviews

- Comprised of NCTCOG & Non-NCTCOG members
- Interview dates, if needed, are published at the time RFP is published

Selection Criteria

- Published in RFP
- Typical Criteria:
 - Planning Services
 - Engineering Services (qualifications-based selection)
 - Other- Equipment, Vehicles, etc.

FY2023-2025 DBE GOAL UPDATE

Overview of the Procurement Process Continued

Contract Award

- Selection Committee makes recommendation to NCTCOG Executive Board
- Executive Board approval is required,
- Selection process is complete, Contract Execution can proceed

Contract Development

- Often occurs simultaneous to NCTCOG Executive Board approval
- Scope
- Budget (prime & subs)
- Additional compliance documents:
 - Disadvantaged Business Enterprise Participation
 - Debarment Certification (prime & subs)
 - Lobbying Certification (prime & subs)
 - Affirmative Action (if applicable)
- Requirement: Form 1295 (prime)



FY2023-2025 DBE GOAL UPDATE

*Resources to
Monitor
Anticipated
Procurements*

Committee Agendas

- Surface Transportation Technical Committee
- Regional Transportation Council
- Executive Board
- Available online at:
<https://www.nctcog.org/trans/about/committees>

Department Work Activities

- Development of Unified Planning Work Program (every 2 years)
- Modifications to the Work Program (approximately every quarter)
- Available online at:
<https://www.nctcog.org/trans/study/unified-planning-work-program>

FY 2023-2025 DBE GOAL UPDATE

Schedule

| TASK | DATE | STATUS |
|---|-----------|--------|
| STTC Meeting: Information Item on DBE Goal Update | March 25 | ✓ |
| Consultation Meeting with Stakeholders | April 11 | ✓ |
| Meeting: Information Item on DBE Goal Update | April 14 | |
| STTC: Information Item on Proposed Goal | April 22 | |
| RTC: Information Item on Proposed Goal | May 12 | |
| Notice to Public of Proposed Goal (start 45-Day Public Comment Period) | May 13 | |
| DBE Open House | June 6 | |
| Public Meeting on DBE Goal Update Process | June 13 | |
| STTC: Approval of DBE Goal | June 24 | |
| End of 45-day Public Comment Period | July 5 | |
| RTC: Action Item of DBE Goal | July 14 | |
| Executive Board: Action Item | July 28 | |
| Submit Final Electronically to FTA | August 1 | |
| DBE Program Update and Goal Effective | October 1 | |

FY 2023-2025 DBE GOAL UPDATE

Potential Discussion Topics

Any comments regarding NCTCOG's initial evaluation of the 3-year DBE availability analysis?

Are there specific practices (by NCTCOG or non-DBE firms) that hinder efforts to gain DBE participation? Are there any practice recommendations that would help gain more participation?

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FY2023-2025 DBE GOAL UPDATE

Questions?



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