

## Rock Island Metropolitan Mass Transit District (MetroLINK) FY2020 -2022 DBE Goal Methodology

**Step 1:** The method used to calculate the relative availability of DBEs for Step 1 is in accordance with 49 CFR part 26.45 (c)(1), and utilizes DBE Directories and Census Bureau (NAICS) Data. The District determined the relative availability of DBE contractors by researching the Illinois and Iowa DBE directories for contractors within the project NAICS codes, and the Census Bureau Data by county for each project NAICS code (Tables 1, 2, & 3).

An evaluation of projected three-year capital revenues indicates that approximately 3.30% of the agency's FTA-funded contracting opportunities will be related to vehicle janitorial services and 44.22% will be related to preventive maintenance contracting opportunities (primarily parts) and 31.68% are expected to be expended on the John Deere Commons Ferryboat Terminal and Village of East Davenport Ferryboat Terminal Construction projects. The remaining anticipated funds are related to recurring costs such as engineering, passenger shelters, and miscellaneous equipment replacements, facility repairs, technology upgrades and vehicles.

MetroLINK is proposing an Illinois market area that encompasses the Illinois Department of Transportation Districts 2 and 4, as well as adjacent Bureau County in District 3. Additionally, the Iowa portion of MetroLINK's market area will encompass Iowa Department of Transportation District 6, as well as adjacent Muscatine County in District 5. Determination of our market area is based on a review of geographic areas represented in recent bid submittals.

The next three (3) year period will be primarily focused on recurring capital investments, in addition to the completion of a Multi-Modal Station Project Skywalk and Ferryboat Terminal. The vast majority of funding for the Multi-Modal Station is complete, but the skywalk portion of the project has been bid and is pending contract award. The estimated federal funding for the project is \$394,945.

**Table 1**

| NAICS Code | Activity  | Est. FTA Funds         | % of FTA Funds |
|------------|---|------------------------|----------------|
| 423120     | Preventive Maintenance – Vehicles   | \$ 3,350,000.00        | 44.22%         |
| 561720     | Janitorial Services - Vehicles  | \$ 250,000.00          | 3.30%          |
| 237990     | Dock Construction – John Deere Commons & Village of East Davenport                                    | \$ 2,400,000.00        | 31.68%         |
| 541330     | Consulting/Planning/Engineering   | \$ 150,000.00          | 1.98%          |
| 334511     | Collision Avoidance System  | \$ 550,000.00          | 7.26%          |
| 443142     | Technology Upgrades, ADP Hardware/Software, Signage, Mobile App, Mobile Ticketing, Video Surveillance | \$ 400,000.00          | 5.28%          |
| 236220     | Passenger Shelter Installations, Shelter/Misc. Facility Repairs                                       | \$ 350,000.00          | 4.62%          |
| 423450     | Vehicle Barrier System  | \$ 35,000.00           | .46%           |
| 441110     | MetroLINK Sheriff's Vehicles  | \$ 91,000.00           | 1.20%          |
|            |   | <b>\$ 7,576,000.00</b> | <b>100%</b>    |

**Table 2**

| NAICS Code | # DBE Avail.      | # Firms Avail | Relative Avail. |
|------------|-------------------|---------------|-----------------|
| 423120     | 0<br>(0-IL, 0-IA) | 70            | 0.00%           |
| 561720     | 1<br>(1-IL, 0-IA) | 376           | 0.27%           |
| 237990     | 4<br>(3-IL, 1-IA) | 71            | 5.63%           |
| 541330     | 7<br>(5-IL, 2-IA) | 277           | 2.53%           |

|              |           |              |             |       |
|--------------|-----------|--------------|-------------|-------|
| 334511       | 0         | (0-IL, 0-IA) | 7           | 0.00% |
| 443142       | 0         | (0-IL, 0-IA) | 226         | 0.00% |
| 236220       | 0         | (0-IL, 0-IA) | 263         | 0.00% |
| 423450       | 0         | (0-IL, 0-IA) | 24          | 0.00% |
| 441110       | 0         | (0-IL, 0-IA) | 214         | 0.00% |
| <b>Total</b> | <b>12</b> |              | <b>1528</b> |       |

**Table 3**

| NAICS Code | Weight | Availability | Weighted Base |
|------------|--------|--------------|---------------|
| 423120     | 44.20% | 0.00%        | 0.00%         |
| 561720     | 3.30%  | 0.27%        | 0.01%         |
| 237990     | 31.68% | 5.63%        | 1.78%         |
| 541330     | 1.98%  | 2.53%        | 0.05%         |
| 334511     | 7.26%  | 0.00%        | 0.00%         |
| 443142     | 5.28%  | 0.00%        | 0.00%         |
| 236220     | 4.62%  | 0.00%        | 0.00%         |
| 423450     | .46%   | 0.00%        | 0.00%         |
| 441110     | 1.20%  | 0.00%        | 0.00%         |
|            |        |              | 1.84%         |

**Step 2:** This step is intended to adjust the “base figure” percentage from Step 1 so it reflects as accurately as possible the DBE participation the recipient would expect in the absence of discrimination.

MetroLINK has encouraged and sought out DBE contractors in all of its procurements. Solicitations are sent to available DBE vendors in the geographical area set for a project along with non DBE vendors. It is MetroLINK’s policy to ensure nondiscrimination in the award and administration of all contracts, to create a level playing field on which DBEs can compete fairly and to help remove barriers to the participation of DBEs in our contracts. Additionally, all potential bidders to IFB/RFPs are provided with a list of ways to execute and document good faith efforts to achieve the goal provided.

Based on the data in Tables 1, 2, & 3, the base goal for FY2020-FY2022 is 1.84% for \$7,576,000 in federal contracting opportunities. In addition, MetroLINK anticipates the expenditure of \$394,945 in federal funds relative to the Multi-Modal Station skywalk project which have already been bid. A contract has not been reported on the DBE semi-annual reports that have been submitted to-date, because it is currently pending railroad requirements. The DBE achievement for this contracts is estimated at 6.79%. Table 4 below shows the adjusted goal based on the projected and known contracts:

|   | Total Contract         | Est. DBE \$          | Est. DBE %   |
|---|------------------------|----------------------|--------------|
| <b>Projected Contracting - Unknown DBE Amounts-Non Janitorial</b> | \$ 7,326,000.00        | \$ 135,057.92        | 1.84%        |
| <b>Projected Contracting - Expected DBE Amounts- Janitorial</b>   | \$ 250,000.00          | \$ 250,000.00        | 100.00%      |
| <b>Pending Contracts (Already Bid) - Skywalk Construction</b>     | \$ 394,945.00          | \$ 26,821.53         | 6.79%        |
| <b>Total</b>  | <b>\$ 7,970,945.00</b> | <b>\$ 411,879.45</b> | <b>5.17%</b> |

Past participation rates were identified as 9.65% and 4.36% in FY2017, 0% and 0% (FY2018) and 0% and 7.54% (FY2019) – The median of these figures is 2.18%  $((4.36\%+0\%)/2)$ . Utilizing the three-year median of past participation to adjust the base goal, MetroLINK has established an agency DBE goal of 3.68%  $((5.17\%+2.18\%)/2)$ .

MetroLINK has chosen to adjust the base figure by past participation due to the upcoming period having similar contracting opportunities. In the prior three year period, we constructed a Ferryboat Terminal at Riverbend Commons and awarded contracts for phases of construction at the Multi-Modal Station Facility. In the upcoming period, we have been awarded grant funds to construct two ferryboat terminals (Village of East Davenport and John Deere Commons) and

we will be completing the final phase of construction at the Multi-Modal Station. As both the prior period and the upcoming period have similar construction projects, the base figure has been adjusted by past participation.

### **Race Conscious & Race Neutral**

MetroLINK evaluates past participation and ongoing contracts that have not yet been completed to determine the need for race conscious and race neutral DBE efforts. FY 2018 and 2019's participation of 0% awarded is due to no large construction projects being awarded during the period. Additionally, our bus cleaning contractor has his certification expire after the death of his wife. He is currently undergoing the process to get re-certified.

According to U.S. Census data, the Quad Cities Area has a significantly smaller number of available DBE firms than the data from the market area used in the Agency's base goal calculations, which necessitates a need for a majority of race conscious measures.

MetroLINK intends to meet its goal of 3.68% utilizing 100% race-conscious efforts. The agency does have race-neutral contracting opportunities, which are typically related to small/micro-purchases that would not be formally bid and would not have a contract DBE goal associated with them. These are primarily done for OEM parts and supplies within our preventive maintenance program, for shelter/facility repairs, and for other contracts under \$100,000. Due to the lack of certified DBE's within the market area, it is unlikely that MetroLINK will achieve any of its 3.68% DBE goal using race-neutral efforts.

MetroLINK will use the following race-conscious means to achieve DBE participation: outreach efforts with the minority associations, contacts with existing vendors to encourage them to seek certification if they meet the DBE qualifications, and DBE-focused meetings to explain available contracting opportunities with MetroLINK.

### **Disparity Study**

A disparity study has not been performed in the MetroLINK service area.

### **DBE Goal Input**

In developing its FY2020-2022 DBE Goal, MetroLINK Staff reviewed the Illinois directory to evaluate available firms in the identified market area. Additionally, MetroLINK Staff met with representatives from the Greater Quad Cities Hispanic Chamber of Commerce, NAACP, and the Illowa Construction Labor & Management Council, an organization dedicated to enhancing communication and increasing cooperation between labor and management in the community and the work place, to obtain input on the draft FY2020-2022 DBE Goal. We also had a public input session on 8/15/19 at our Administrative offices where we additionally provided information to businesses on how to get started with the DBE certification process. Staff also attended the Quad City Chamber of Commerce MultiCultural Business Networking event to network with potential DBE contractors.

Feedback received from all parties included the following: DBE process is difficult and cumbersome; the process is too costly to become certified; there are no local resources to assist with the process; large contractors cannot find DBE's in our local area; it is difficult to find DBE contractors who will work in the Quad Cities; the process needs to be streamlined. All parties would be willing to host or assist in helping company's become DBE certified in the future.

A public notice regarding MetroLINK's proposed DBE Goal of 3.98% was published on MetroLINK's website on August 15<sup>th</sup>, 2019 and in the paper on August 16<sup>th</sup>, 2019. No comments were received. A screen capture of our public notice is provided:

Disadvantaged Business Enterprise

gogreenmetro.com/243/Disadvantaged-Business-Enterprise

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Americans with Disabilities Act

Disadvantaged Business Enterprise

Equal Employment Opportunity

Title VI

## Disadvantaged Business Enterprise

It is the policy of Rock Island County Metropolitan Mass Transit District (MetroLINK), in recognition of the responsibilities to the community it serves, to involve socially and economically disadvantaged individuals in all phases of procurement and contract activities including, but not limited to, consultant contracts, construction contracts and purchase of other goods and services related to transportation projects of the District. MetroLINK is a recipient of federal transit funds authorized by 70 ILCS Section 3610/5 et seq, also known as the Local Mass Transit Act and has established a Disadvantaged Business Enterprise (DBE) program in accordance with the regulations of the U.S. Department of Transportation (DOT) 49 CFR Part 26.

MetroLINK works with the Chicago Transit Authority to certify businesses who qualify as DBE's. All inquiries regarding MetroLINK's DBE certification process, program, or goals, should be directed to:

Jennifer Hirsch, DBE Officer  
1515 River Drive  
Moline, IL 61265  
309-786-2705  
jhirsch@gcmetrolink.com

### DBE Goal

#### PUBLIC NOTICE

In accordance with requirements of the U.S. Department of Transportation as set forth in 49 C.F.R. Part 26, MetroLINK hereby announces its proposed FY 2020-2022 Disadvantaged Business Enterprise Goal of 3.98% for federally funded capital projects. The methodology for developing the goal is available for inspection at the MetroLINK administrative offices at 1515 River Drive, Moline, IL 61265 between the hours of 8 a.m. and 5 p.m., Monday through Friday. MetroLINK will receive and consider public comments on the proposed goal through September 25<sup>th</sup>, 2019. Comments may be forwarded to:

Jennifer Hirsch  
DBE/O  
1515 River Drive  
Moline, IL 61265  
Or via email at [jhirsch@gcmetrolink.com](mailto:jhirsch@gcmetrolink.com) or via phone at 309-786-2705

### Resources

The Black Hawk College Procurement Technical Assistance Center (PTAC) offers a variety of free services to businesses wishing to learn more about contracting in Illinois. PTAC can guide businesses through certification to become a DBE or other federal or state programs. A variety of other services are available to contractors as well. Find out more information about PTAC [here](#).

### Useful DBE Links

- [Illinois DBE Certification](#)
- [Illinois UCP DBE Directory](#)
- [MetroLINK FY17-19 DBE Program Goal](#)

On September 24, 2019, the MetroLINK Board of Trustees approved the DBE Goal of 3.98% for FY2020-2022. There were no additional comments received and the 45 day period closed on September 30, 2019.

Based on FTA comments received 10/23/19 and FTA phone conversation on 10/29/19 our goal and methodology have been adjusted. Our goal has been adjusted to 3.68% from 3.98% based upon those comments. A second Board of Trustees approval was provided on 11/13/19.