METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TDD/TTY 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: October 28, 2009

FR: Executive Director

W. I. 1153

RE: FY 2009-10 Annual Anticipated Disadvantaged Business Enterprise (DBE) Participation Level Report

Attached for your receipt is MTC's FY 2009-10 Annual Anticipated Disadvantaged Business Enterprise (DBE) Participation Level ("the AADPL Report"). This report was prepared in accordance with federal guidelines and changes adopted by Caltrans in June 2009 to include contract goals for federally-funded contracts. The report has been approved by Caltrans for inclusion in the statewide DBE program.

In summary, the FY 2009-10 AADPL for new federally-funded contracting opportunities is:

Funding Source	New Federally-Funded Third Party Contracts	Projected DBE Participation (Race Neutral)	Projected Underutilized DBE Contract Goal (Race Conscious)	Overall Annual Anticipated DBE Participation
MTC-FHWA	$23,549,587	2%	8%	10%
MTC/SAFE-FHWA	None	N/A	N/A	N/A
MTC – FTA	$31,183,840	1%	5%	6%

DBE Participation:
Below is a summary of the cumulative DBE participation in all federally funded contracts awarded by MTC and SAFE for a five-year period:

03-04	04-05	05-06	06-07	07-08	Average
3.9%	5.4%	6.2%	3.3%	4.8%	4.6%

There were several contracts that achieved higher DBE participation than the cumulative average: TETAP @ 5.11%, Performance Measures @ 9.27%, PTAP @ 7.18% and Translink @ 8.08%. For more detailed information, see Attachment B, Actual DBE Participation.

We expect to see increased participation with the reinstatement of contract goals as of June 2009 and from continued outreach efforts in partnership with the Minority Citizens Advisory Committee, the MTC Advisory Council, and the regional Business Outreach Committee.

Outreach Efforts:
Over the last two years, staff implemented a number of changes to provide DBE firms with information about MTC contracting opportunities. The MTC website was updated to include notices of upcoming events, information on awarded contracts including awardees and contract amount, and a downloadable version of the MTC Consultant Form. The MTC website was also revised to make it easier to navigate, to include information on projects that receive funding from MTC, but are administered and contracted for through other transportation and local agencies in the nine-county Bay Area.

As a member of the Business Outreach Committee (BOC), MTC staff:

1) Took the lead on drafting and issuing the BOC newsletter;
2) Participated in the BOC's January 28, 2009 Meet the Buyer event (hosted by MTC), and March 25, 2009 DBE certification event at SFMTA;
3) Organized, planned and participated in the BOC's DBE certification events on June 25, 2009 in Fremont, CA and July 30, 2009 in Concord, CA;
4) Assisted with and participated in the Small & Minority Business Opportunity Conference on September 28, 2009 in San Francisco, CA;
5) Worked with the MTC Minority Citizens Advisory Committee (MCAC) and the MTC Advisory Council to develop the "Tips for Responding to MTC Procurements" which has been posted to the MTC website to assist potential bidders; and determine ways in which MTC can improve outreach to Minority firms; and
6) Hosted a Public Participation Meeting at MTC to provide information about the implementation of Caltrans Race Conscious DBE program and obtain information from businesses and organizations impacted by the DBE goals established for U.S. DOT assisted contracts.

Next Steps:
Staff will continue to assist DBE, Small Business Enterprises, and Women's Business Enterprises with finding contracting opportunities, monitor vendor compliance with the DBE program, issue the BOC newsletter, coordinate and participate in future BOC outreach events, and work with the Minority Citizens Advisory Committee (MCAC) and Advisory Committees.

Steve Heminger

Attachments
A - FY 09-10 Annual Anticipated Disadvantaged Business Enterprises (DBE) Participation Level Report
B- DBE Actual Participation in Federal Funded Contracts (FY 99/00 – 07/08)
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