

**Overall Disadvantaged Business Enterprise (DBE) Goal Methodology  
For Federal FY 2019-2021**

(June 26, 2018)

**Purpose**

As required by the Code of Federal Regulations, specifically 49 CFR Part 26, West Virginia University (WVU) is required to submit to the Federal Transit Administration (FTA) its triennial Disadvantaged Business Enterprise (DBE) goal before August 1, 2018. The triennial goal covers the period starting October 1, 2018 through September 30, 2021 (or federal fiscal years 2019, 2020 and 2021).

A public notice was posted on WVU's Procurement, Contracting and Payment Services website at: <http://financediv.wvu.edu/home/pcps/vendor-services/disadvantaged-business-enterprise-program>.

If substantive comments are received, WVU may submit a change to the triennial goal to the FTA.

**WVU's Proposed Triennial DBE Goal**

WVU's proposed triennial goal is 4% of the total amount of FTA-assisted contract awards expected to occur during the triennial period. As required by 49 CFR Part 49, the 4% goal excludes the purchase of transit vehicles. WVU anticipates awarding FTA-assisted contracts totaling \$2,720,000. This means that WVU has set a DBE goal to award \$108,800 to DBEs during the triennial period.

**Geographic Preference:**

We decided that our market area encompasses the State of West Virginia. Included were all counties in West Virginia. This decision is in support of the West Virginia Forward (WV Forward) – a collaboration among West Virginia University, the West Virginia Department of Commerce and Marshall University. Over time, this partnership has developed into a larger, statewide effort to identify West Virginia's unique assets and pair them with economic trends that will leverage growth and development opportunities to strengthen and diversify all regions of the state. More information regarding WV Forward can be found at: <https://wvforward.wvu.edu/>.

**Information Sources Used:**

In calculating the over goal, we used the WV DOT UCP Directory, and the US Census Data.

**Methodology Used to Calculate Overall Goal:**

The methodology used by WVU to establish its 4% DBE goal is prescribed in 49 CFR Part 26:

**Step 1:** 26.45(c) The base figure for the relative availability of DBEs was determined. Reference Attachment 1.

Column D: Percentage of Total Awards

The “Elements of Work” were identified along with the “Estimated Award per Element”, to determine the “Percentage of Total Award” for weighting purposes.

Columns E/F: # of DBEs and # of All Firms

The “# of DBE’s” and “# of All Firms” for each Element of Work were identified based on the West Virginia, Department of Transportation (DOT), and the 2016 United States Census for businesses in WVU’s market area.

Column G: Relative Availability

The “Relative Availability” of each work element (weighted) was calculated dividing the # of DBEs by the # of All Firms (Column E / Column F).

Column H: Weighted DBE Goal

The “Weighted DBE Goal” was calculated by multiplying the Relative Availability times the Percentage of Total Awards (Column G x Column D).

Total DBE: Total DBE Goal.

Goal: The total DBE Goal of 4% was calculated by totaling the numbers in Column H.

**Step 2:** 26.45(d) Adjustments. After calculating a base figure for the relative availability of DBE’s, WVU attempted to apply other practical methods to determine if any adjustment were needed to the arithmetic 4% DBE goal determined in Step 1.

Because the goods and services to be awarded using FTA-assistance during the triennial period (a) are highly specialized and unique to the “personal rapid transit systems” (there are only 2 similar systems nationwide), and (b) will replace systems that are not routinely purchased, there was limited historical and anecdotal data to draw upon in determining if the arithmetic calculation in Step 1 should be adjusted.

To reflect as accurately as possible the DBE participation that would be expected in the absence of discrimination, the 4% figure will be used as WVU’s triennial DBE goal.

### **Breakout of Estimated Race-Neutral & Race Conscious Participation:**

26.51 WVU has access to data from projects related to the Personal Rapid Transit (PRT) over the past 3 years, but no similar projects have the data that would be required for analysis. During the last triennial goal period, WVU decided to set a race conscious goal of 6%. During that period, the bulk of one procurement was for the purchase of wire. That purchase was made from a DBE and exceeded our goal. However, the other procurements fell short our goal.

We believe, that with the assistance of the State DOT's Supportive Services Program, we can meet the 4% goal for this triennial period through race neutral means.

WVU will utilize race neutral participation..

### **Comments or Questions**

The purpose of this communication is to explain WVU's rationale for establishing its triennial DBE goal. Individuals who wish to offer comments or have questions are encouraged to contact the DBE Coordinator listed below.

Comments will be accepted through July 30, 2018.

If substantive comments are received, WVU may submit a change to the triennial goal to the FTA.

Questions on the methodology can be addressed to:

Eva Hajian, DBE Coordinator

(304) 293-5152

[eva.hajian@mail.wvu.edu](mailto:eva.hajian@mail.wvu.edu)

Attachment: FY 2019-2021 DBE Goal

**Attachment 1**

	<b>NAICS Code</b>	<b>Project</b>	<b>Weight</b>	<b>x</b>	<b>Availability</b>	<b>Weighted Base Figure</b>
<b>1)</b>	488490	Fascia Repairs	0.03529	x	0.00000	
<b>2)</b>	238120	Fascia Repairs	0.32316	x	0.10000	0.0323
<b>3)</b>	335999	MOCU Upgrade	0.06618	x	0.00000	
<b>4)</b>	327310	Structural Repairs	0.01103	x	0.00000	
<b>5)</b>	532412	Structural Repairs	0.00221	x	0.00000	
<b>6)</b>	237310	Structural Repairs	0.08603	x	0.03509	0.0030
<b>7)</b>	238110	Structural Repairs	0.00551	x	0.03571	0.0002
<b>8)</b>	423610	CCTV Camera Upgrade	0.14118	x	0.01724	0.0024
<b>9)</b>	238210	CCTV Camera Upgrade	0.16471	x	0.00357	0.0006
<b>10)</b>	237130	CCTV Camera Upgrade	0.16471	x	0.00000	
<b>20)</b>	0	0	0.00000	x		
<b>Total</b>						0.0386
Expressed as a % (*100)						3.86%
<b>Rounded, Weighted Base Figure:</b>						<b>4%</b>