

Jefferson Parish Department of Transit Administration
Submitted to: Civil Rights Office, FTA Region VI
Submission Date: September 28, 2022



Disadvantaged Business
Enterprise (DBE) Participation Goal,
FY2023-FY2025

On motion of **Mr. Walker**, seconded by **Mr. Templet**, the following resolution was offered:

RESOLUTION NO. 140502

A resolution adopting the overall Disadvantaged Business Enterprise (DBE) Participation Goal of 7% for Federal Transit Administration (FTA) Fiscal Years 2023-2025, as prepared by Jefferson Parish Department of Transit Administration and as required by the U.S. Department of Transportation (DOT), 49 CFR Part 26. (Parishwide)

WHEREAS, the Jefferson Parish Transit Administration manages the public transit services for the residents of Jefferson Parish, Louisiana; and

WHEREAS, the U.S. Census 2020 5-Year American Community Survey reported that Jefferson Parish had a population of 434,903; 51.6% female and 36.6% minority; and,

WHEREAS, the 7% DBE goal was developed through a specific goal for DBE participation in construction contracts anticipated for FTA Fiscal Years 2023-2025; and,

WHEREAS, public comments on the goal have been solicited and interested persons have been invited to review the proposed goal at the Jefferson Parish Transit Administration Office; and,

WHEREAS, all comments pertaining to the DBE goal submission were reviewed and incorporated into the final FTA Fiscal Years 2023-2025 DBE goal; and,

WHEREAS, the Council approved Jefferson Parish Department of Transit Administration's FTA Fiscal Years 2020-22 DBE goal; and

WHEREAS, it is the intention of Jefferson Parish Transit Administration to fully comply with 49 CFR Part 26 in adopting the FTA Fiscal Years 2023-2025 DBE goal submission.

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Parish Council of Jefferson Parish, Louisiana acting as governing authority of said Parish:

SECTION 1. That the overall Disadvantaged Business Enterprise (DBE) Participation Goal of 7% for FTA Fiscal Years 2023-2025, as prepared by Jefferson Parish Transit Administration is adopted.

SECTION 2. That a copy of this resolution appear in the official journal of Jefferson Parish and serve to notify the public of the adopted FTA Fiscal Years 2023-2025 DBE goal.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:


YEAS: 7

NAYS: None

ABSENT: None

The resolution was declared to be adopted on this the **28th** day of **September, 2022**.

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY


EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL

FTA FY2020-FY2022 DBE Attainment

Jefferson Parish (JP) Transit has demonstrated a history of non-attainment vis-à-vis the award of prime contracts to DBE firms and vendors. The Transit Department, in compliance with Procurement guidelines/policy, conducts a good deal of procurements from the Parish and State Contractors when suitable. However, this has precluded opportunities for competitive procurements on several projects since the beginning of FY2020.

Since the FY2020-FY2022 DBE Participation Goal was submitted (and subsequently revised in Jan 2021), Transit Administration has overseen numerous FTA-funded projects that were not bid out but completed using Parish and/or State Contractors, including Facilities improvements; Terminal improvements and repairs; architectural and engineering services; and web-design services. JP Transit has demonstrated DBE participation in previous Uniform reports wherein funds reflect funds payments on contracts held by the operations-management contractor.

Anticipated Agency Contracting Activity (FTA FY2023-FY2025)

The FTA-funded projects outlined in the FY2023-FY2025 methodology reflect impending contracting opportunities that are similar to those in recent years and do not deviate from procurements and contracted services typically overseen by JP Transit.

- Eastbank Admin & Maint Facilities reconstruction
→ Funding source: FTA discretionary 5339
- Westbank Admin & Maint Facilities structural repairs
→ Funding source: FTA discretionary 5339 via State (LADOTD)
- Westbank Admin & Maint Facilities improvements
→ Funding source: FTA discretionary 5339 via State (LADOTD)
- Grant Project Management and Program Implementation Services
→ Funding source: FTA Formula 5307

By the start of FY2023, Jefferson Parish Transit will have FTA funds in place to replace or refurbish half (51%) of its existing fixed-route fleet that have reached or are approaching their useful life benchmark (ULB). Therefore, a good deal of funds in-hand and forthcoming FTA award funds have been obligated for said vehicles project, reinforced by an existing TVM contract that expires in 2023. The procurements considered for developing the DBE Participation Goal herein are the only FTA-funded projects planned that have yet to be bid, although the architectural and engineering services for the Eastbank project have already been contracted (and nearing completion).

Agency Profile and Local Market Area

As in previous years, the JP Transit service area includes the urbanized areas of Jefferson Parish, LA, as well as key transfer points in downtown New Orleans. JP Transit expanded its operations in the City of New Orleans during FY2022 as a result of service changes and route modifications.

Previously, JP Transit defined the local market area (LMA) as the census-defined New Orleans, LA metropolitan statistical area (MSA), which consists of eight (8) Parishes, for setting the DBE Participation Goal analysis. The FY2023-FY2025 methodology LMA changes parameters by (1) expanding the LMA to the State of Louisiana; and (2) narrowing the number of DBE firms and ready, willing and able (RWA) available firms to vendors whose defined specialty areas include construction, engineering, and supplies.

DBE Participation Goal Methodology

The overall FY2023-FY2025 DBE Participation Goal was developed by calculating a weighted base figure, using the methodology outlined by FTA. This approach aligns with the first step of the DBE goal-setting process. The revised Weighting Base Figure worksheet is comprised of the following data:

- NAICS codes by Work Types that JP Transit anticipates contracting with FTA funds in the upcoming Federal Fiscal Years (source: State of LA Unified Certification Program Directory for Disadvantaged Business Enterprises, available through LADOTD)
- Project titles for internal reference associated with each NAICS code
- FTA funding levels allocated for each project in the upcoming FTA Fiscal Years
- Number of DBEs available in the New Orleans MSA to perform this work (source: State of LA Unified Certification Program Directory for Disadvantaged Business Enterprises, available through LADOTD)
- Overall number of firms available in the State of Louisiana to perform this work (source: County Business Patterns Census data)

The weighted base figure (14.70%) for Jefferson’s FY2023-FY2025 DBE Participation Goal was adjusted, per the Federal guidance, according to historical DBE participation rates. We then added the base figure to the median (0% prime/subprime contracts awarded to DBEs) and divided by two. This gives an adjusted base figure of 7.35% (rounded to 7%). This equates to approximately \$550,040 in FTA funds for FY2023-FY2025. See Attachment A.

	NAICS Code	Project	Estimated DOT funding for Goal attainment (by methodology weight):
1)	236220 (Building Construction)	Eastbank Facilities reconstruction	\$349,212.43
2)	238190 (Other Foundation, Structure, and Building Exterior Contractors)	Westbank Maint. Facility: bus wash canopy and foundation repairs, concrete surface sealing	\$70,488.25
3)	238990 (All Other Specialty Trade Contractors)	Westbank Admin. Facility: building refurbishments (lighting, storage room addition, drywall)	\$3,804.34
4)	238220 (Plumbing, Heating, and Air-Conditioning Contractors)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	\$48,377.97
5)	238910 (Removal or Relocating Structures and Obstructions)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	\$14,673.86
6)	541611 (Administrative Mgmt. and General Mgmt. Consulting Services)	Grant management and project administration (consulting services)	\$63,482.75

Race-Neutral Approach to Facilitating DBE Participation

To date, Jefferson Parish Transit has relied on a race-neutral approach to facilitating DBE participation on FTA-assisted contracts.

Given the disproportionate cost and scope of the Eastbank Facilities project, Jefferson Parish Transit will (at minimum) recommend simplify or reduce bonding requirements and require proposers to unbundle the contract, which would allow JeT to implement a goal on each contract for the prime contractor to achieve.

Relative RN Attainment = 100%
All DBE attainment to date has been race-neutral.
Absolute RN Attainment = 7%
Relative RN Attainment (100%) x Proposed Goal (7%)
RC Split = 0%
Proposed Goal (7%) - Absolute RN Attainment (7%)

Race-Conscious Approach to Facilitating DBE Participation

Jefferson Parish Transit will seek to increase DBE participation by setting a goal on each contract for the awarded prime contractor to meet. Given the lack of awarding prime contracts to DBE proposers/bidders in previous procurements, a race-conscious participation goal of 3% -- approximately half of the overall goal -- would be a requirement of the contract award.

DBE Participation Goal-Setting Consultation Process

Copies of the proposed DBE Participation Goal was made available for public review during normal business hours (8:30am-4:30pm, Monday through Friday) beginning August 3, 2022 at the Transit Administration office in Gretna, LA. Notices regarding the DBE Participation Goal and the open house opportunities were also published on the Jefferson Transit website (www.jptransit.org) in English and Spanish, along with a copy of the proposed FY2023-FY2025 Goal.

Transit Administration hosted two informational sessions, one in-person and one virtual, over the course of three weeks. Notices were published in the official Parish journal, *New Orleans Advocate* (formerly *New Orleans Times-Picayune*). See Attachment B.

Announcements were also posted prominently on the JP Transit website. See Attachments C-D.

In advance of the informational open houses, Transit Administration extended invitations to dozens of regional civic groups, business and cultural associations, and municipal entities. See Attachment E.

Transit Administration was contacted twice by phone regarding the info sessions, and both open houses were attended by a local DBE vendor.

Disadvantage Business Enterprise (DBE) Participation Goal, FY2023-FY2025
 Jefferson Parish Transit (FTA Recipient ID: 1864)
 Attachment A

NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)
236220 (Building Constr)	Eastbank Facilities reconstruction	\$4,752,780.00	0.6349
238190 (Other Foundation, Structure, and Building Exterior Contractors)	Westbank Maint. Facility: bus wash canopy and foundation repairs, concrete surface sealing	\$959,344.80	0.1282
238990 (All Other Specialty Trade Contractors)	Westbank Admin. Facility: building refurbishments (lighting, storage room addition, driveway)	\$51,777.00	0.0069
238220 (Plumbing, Heating, and Air-Conditioning Contractors)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	\$658,424.00	0.0880
238910 (Removal or Relocating Structures and Obstructions)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	\$199,711.20	0.0267
541611 (Administrative mgmt. and general mgmt. consulting services)	Grant management and project administration (consulting services)	\$864,000.00	0.1154
7)			0.0000
8)			0.0000
9)			0.0000
10)			0.0000
Total FTA-Assisted Contract Funds		\$7,486,037.00	1

Step 2 - Determine the relative availability of DBE's by NAICS Code:

* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of available firms.

NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability
236220 (Building Constr)	Eastbank Facilities reconstruction	119	649	0.1834
238190 (Other Foundation, Structure, and Building Exterior Contractors)	Westbank Maint. Facility: bus wash canopy and foundation repairs, concrete surface sealing	19	105	0.1810
238990 (All Other Specialty Trade Contractors)	Westbank Admin. Facility: building refurbishments (lighting, storage room addition, driveway)	79	532	0.1485
238220	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	26	1446	0.0180
238910 (Removal or Relocating Structures and Obstructions)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	75	436	0.1720
541611 (Administrative mgmt. and general mgmt. consulting services)	Grant management and project administration (consulting services)	1	760	0.0013
7)	0			
8)	0			
9)	0			
10)	0			
Combined Totals		319	3928	8.12% Overall availability of DBEs

Step 3 - (Weight) x (Availability) = Weighted Base Figure

NAICS Code	Project	Weight	x	Availability	Weighted Base Figure
1) 236220 (Building Constr)	Eastbank Facilities reconstruction	0.63489	x	0.18336	0.1164
2) 238190 (Other Foundation, Structure, and Building Exterior Contractors)	Westbank Maint. Facility: bus wash canopy and foundation repairs, concrete surface sealing	0.12815	x	0.18095	0.0232
3) 238990 (All Other Specialty Trade Contractors)	Westbank Admin. Facility: building refurbishments (lighting, storage room addition, driveway)	0.00692	x	0.14850	0.0010
4) 238220 (Plumbing, Heating, and Air-Conditioning Contractors)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	0.08795	x	0.01798	0.0016
5) 238910 (Removal or Relocating Structures and Obstructions)	Eastbank Facilities reconstruction & Westbank Admin. Facility building refurbishments	0.02668	x	0.17202	0.0046
6) 541611 (Administrative mgmt. and general mgmt. consulting services)	Grant management and project administration (consulting services)	0.11541	x	0.00132	0.0002
7) 0	0	0.00000	x	0.00000	
8) 0	0	0.00000	x	0.00000	
9) 0	0	0.00000	x	0.00000	
10) 0	0	0.00000	x	0.00000	
Total Expressed as a % (*100)					14.70%
Rounded, Weighted Base Figure:					15%

ADJUSTED BASE FIGURE

Prime DBE Participation Rate
 FY2020 0%
 FY2021 0%
 FY2022 0%

Adjusted Base Figure 0.073475404
 Expressed as a % (*100) 7.35%
 Rounded, Adjusted Base Figure 7%



Public Notice – DBE GOAL

Jefferson Parish Dept. of Transit Administration has set a DBE Participation Goal of 7% for FTA Fiscal Years 2023-2025. The proposed Goal and documentation are available for review from August 3 until August 26, 2022 between 8:30 AM and 4:30 PM, Monday-Friday, at the Transit Office, 21 Westbank Expressway, Gretna, LA 70053.

The Transit Office will host two open houses where all interested persons are invited to discuss the proposed Goal and its rationale:

In-person - August 23, 2022 from Noon until 1:00PM at the Transit Office, 21 Westbank Expressway, Gretna, LA 70053

AND

Virtual open house - September 13, 2022 from Noon until 1:00PM (Attendees may register at www.jptransit.org beginning September 1)

Public comments are accepted until September 14, 2022 at the Transit Office or via www.jptransit.org.

Ninette Barrios, Director (504-364-3450)

JP Transit Administration will host in-person (August 23, 2022 from Noon until 1:00PM) and virtual (September 13, 2022 from Noon until 1:00PM) info sessions, where all interested parties are invited to discuss the proposed DBE Participation Goal for FY2023-2025. [Click here](#) to review the proposed Goal. Open house dates and info can be found [here](#).

La Administración de JP Transit organizará sesiones de información en persona y virtuales, donde se invita a todas las partes interesadas a discutir la Meta de Participación de DBE propuesta para el año fiscal 2023-2025. Haga [clic aquí](#) para obtener más información. Haga clic aquí para ver la meta de participación de DBE [propuesta aquí](#).

La Administración de JP Transit organizará una sesión virtual el 13 de septiembre de 2022 a mediodía. Se invita a todas las partes interesadas a debatir el Meta de Participación propuesto para los DBEs.

Puede unirse a la sesión virtual (a través de Microsoft® Teams) [haciendo clic aquí](#) cuando comience la reunión.

Los comentarios públicos se aceptan hasta el 14 de septiembre de 2022 en la Oficina de Tránsito y por correo electrónico en transit@solutient.com.

Disadvantage Business Enterprise (DBE) Participation Goal, FY2023-FY2025

Jefferson Parish Transit (FTA Recipient ID: 1864)

Attachment E: Outreach Groups

- Asian Chamber of Commerce of LA
- Associated Builders & Contractors
- St. Tammany Chamber of Commerce
- French-American Chamber of Commerce, Gulf Coast Chapter
- Greater New Orleans, Inc.
- Hispanic Chamber of Commerce
- JEDCO
- Jefferson Chamber of Commerce
- Jefferson Parish Human Resource Management
- Jefferson Parish Human Services Authority
- Jefferson Parish President's Office
- Jefferson Parish Purchasing Department
- Louisiana Department of Transportation & Development
- National Association of Women Business Owners
- New Orleans Business Alliance
- New Orleans Chamber of Commerce
- New Orleans Regional Black Chamber of Commerce
- New Orleans Regional Planning Commission
- New Orleans Regional Transit Authority
- Plaquemines Parish
- St. Bernard Chamber of Commerce
- St. Charles Parish Department of Economic Development & Tourism
- St. James Parish Economic Development Office
- St. John the Baptist Parish Department of Economic Development