



**Federal Transit Administration (FTA)
Overall Disadvantaged Business Enterprise (DBE)
Goal Setting Methodology
Federal Fiscal Years (FFY) 2023-2025**

August 1, 2022

Submitted in fulfillment of:
Title 49 Code of Federal Regulations Part 26

DBE Overall Goal Methodology for Fiscal Federal Years 2023 through 2025

I. Introduction

Pursuant to Title 49 Code of Federal Regulations (CFR) Part 26, the Transportation District Commission of Hampton Roads (TDCHR) presents its overall Disadvantaged Business Enterprise (DBE) goal and goal methodology for federal fiscal years 2020 through 22. The purpose of the DBE goal-setting process is to level the playing field so that DBE firms can fairly compete for contracts with funding assistance from the Department of Transportation while ensuring that the program is narrowly tailored in accordance with applicable law.

II. Background

The TDCHR has received U. S. Department of Transportation (USDOT), Federal Transit Administration (FTA) financial assistance. As a condition of receiving this assistance, TDCHR has signed an assurance that it will comply with 49 CFR Part 26 DBE program requirements. The previous FTA DBE goal for TDCHR was developed in 2019 for federal fiscal years 2020 through 2022 (8% DBE goal). After utilizing resources of guidance provided by the USDOT, TDCHR proposes a three-year overall goal of **9%** percent for federal fiscal years 2023 through 2025 on federally-assisted contracts. TDCHR estimates that, in meeting its overall goal of 9%, it will obtain 7% from race conscious measures and 2% through race-neutral participation.

The overall goal is developed by a two-step method set forth within the federal regulations as defined in 49 CFR Part 26.45.

The base figure was determined by forecasting projected projects utilizing federal funds. Over the next three years TDCHR will continue to invest in the maintenance of its facilities and vehicles, including the rehabilitation of Transit Centers as well as other facilities, while also targeting Light Rail, and addressing safety and security concerns. The base figure for the next three years consists generally on these capital investment projects.

III. FFY 2023-2025 FTA-Assisted Contracts

The information provided in Table 1 displays the TDCHR's FTA-assisted contracts considered in preparation of the goal methodology. These contracts are anticipated to be awarded during federal fiscal years 2023-2025 and obtained through the agency's 2023-2032 Capital Improvement Plan. The project name and estimated project costs are included in this table. The relocation of Hampton Roads Transit's Parks Avenue location, the replacement of transfer centers and building renovations make up considerable projects during this timeframe.

TABLE 1: FTA ASSISTED CONTRACTS

Project Name	Estimated Project Cost			Total	FTA Percentage	Estimated FTA Dollar Share
	2023	2024	2025			
Parks Avenue Operating Division Relocation and Replacement	\$ 2,000,000.00	\$ 9,960,000.00	\$ 9,960,000.00	\$ 21,920,000.00	0.25	\$5,480,000.00
Bus Stop Amenity Program	\$ -	\$ 5,326,000.00	\$ 5,506,000.00	\$ 10,832,000.00	0.80	\$8,665,600.00
HRT Paving Program	\$ -	\$ 623,000.00	\$ -	\$ 623,000.00	0.36	\$224,280.00
Newport News Transit Center Interior Renovations	\$ -	\$ 1,147,000.00		\$ 1,147,000.00	0.36	\$412,920.00
Hampton Transit Center Interior Renovations	\$ -	\$ 903,000.00		\$ 903,000.00	0.36	\$325,080.00
Wards Corner Restroom and Paving Renovation	\$ -	\$ -	\$ 164,000.00	\$ 164,000.00	0.32	\$52,480.00
Evelyn T Butts Transfer Center Replacement	\$ -	\$ 6,121,000.00		\$ 6,121,000.00	0.25	\$1,530,250.00
Net Center Replacement	\$ 500,000.00	\$ -	\$ -	\$ 500,000.00	0.80	\$400,000.00
Robert Hall Transfer Center Replacement	\$ -	\$ 5,809,000.00	\$ -	\$ 5,809,000.00	0.25	\$1,452,250.00
18th Street Building 1 and 2 Rehab	\$ -	\$ 893,000.00	\$ -	\$ 893,000.00	1.00	\$893,000.00
Gate Replacement Design Study	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	1.00	\$100,000.00
EAM Technology Asset Inventory	\$ -	\$ 361,000.00	\$ -	\$ 361,000.00	0.32	\$115,520.00
Internal Digital Signage System	\$ -	\$ 121,000.00	\$ -	\$ 121,000.00	0.32	\$38,720.00
Contract and Vendor Management Software Replacement	\$ 101,000.00	\$ -	\$ -	\$ 101,000.00	0.32	\$32,320.00
Light Rail Right-of-Way State of Good Repair	\$ 318,000.00	\$ 328,000.00	\$ 347,000.00	\$ 993,000.00	0.32	\$317,760.00
Light Rail Vehicle State of Good Repair	\$ 2,101,000.00	\$ 2,157,000.00	\$ 217,700.00	\$ 4,475,700.00	0.32	\$1,432,224.00
Light Rail Station Upgrades	\$ -	\$ 31,000.00	\$ 607,000.00	\$ 638,000.00	0.32	\$204,160.00
Norfolk Tide Facility Foundation Repair	\$ -	\$ -	\$ 181,000.00	\$ 181,000.00	0.32	\$57,920.00
Light Rail Aerial Structures		\$ 299,000.00	\$ 307,000.00	\$ 606,000.00	0.32	\$193,920.00
Transit Bus Mid-Life Repower Project	\$ 2,986,000.00	\$ 1,872,000.00	\$ 2,733,000.00	\$ 7,591,000.00	0.32	\$2,429,120.00
Paratransit Vehicle Mid-Life Overhaul/Repowers	\$ 1,028,000.00	\$ -	\$ -	\$ 1,028,000.00	0.32	\$328,960.00
Enterprise Video Surveillance System Upgrade	\$ 321,000.00	\$ -	\$ 104,000.00	\$ 425,000.00	0.32	\$136,000.00
Safety Management System	\$ -	\$ 843,000.00	\$ -	\$ 843,000.00	0.32	\$269,760.00
						\$25,092,244.00

The information provided in Table 2 displays a summary of the work categories and their respective cost breakdowns. The information for the categories of work and related North American Industry Classification System, or NAICS, codes are provided for purposes of weighting the categories of work based on staff estimates.

TABLE 2: WORK CATEGORIES BY COST

	NAICS Code	Project	Amount of DOT funds on project:
1)	236220	Parks Avenue Operating Division Relocation and Replacement	\$5,480,000.00
2)	238910	Bus Stop Amenity Program	\$8,665,600.00
3)	238990	HRT Paving Program	\$224,280.00
4)	236220	Newport News Transit Center Interior Renovations	\$412,920.00
5)	236220	Hampton Transit Center Interior Renovations	\$325,080.00
6)	238990	Wards Corner Restroom and Paving Renovation	\$52,480.00
7)	236220	Evelyn T Butts Transfer Center Replacement	\$1,530,250.00
8)	236220	Net Center Replacement	\$400,000.00
9)	236220	Robert Hall Transfer Center Replacement	\$1,452,250.00
10)	236220	18th Street Building 1 and 2 Rehab	\$893,000.00
11)	541330	Gate Replacement Design Study	\$100,000.00
12)	541614	EAM Technology Asset Inventory	\$115,520.00
13)	339950	Internal Digital Signage System	\$38,720.00
14)	541511	Contract and Vendor Management Software Replacement	\$32,320.00
15)	488210	Light Rail Right-of-Way State of Good Repair	\$317,760.00
16)	488210	Light Rail Vehicle State of Good Repair	\$1,432,224.00
17)	236220	Light Rail Station Upgrades	\$204,160.00
18)	238110	Norfolk Tide Facility Foundation Repair	\$57,920.00
19)	237310	Light Rail Aerial Structures	\$193,920.00
20)	336390	Transit Bus Mid-Life Repower Project	\$2,429,120.00
21)	811198	Paratransit Vehicle Mid-Life Overhaul/Repowers	\$328,960.00
22)	238210	Enterprise Video Surveillance System Upgrade	\$136,000.00
23)	541690	Safety Management System	\$269,760.00
	Total FTA-Assisted Contract Funds		\$25,092,244.00

IV. Goal Setting Methodology

Step 1: Establishing Base Figure (49 CFR Part 26.45)

Step one consists of determining the relative availability of DBEs (both prime contractors and subcontractors) to perform the types of contracts that TDCHR intends to let. The prescribed federal methodology was followed to determine the relative availability. The following points were considered when calculating the Transportation District Commission of Hampton Road's goals:

- TDCHR's local market area for contracts (state of Virginia) includes a geographic area with boundaries that were established:
 - where a substantial number of prime contractors and subcontractors are located with the availability to submit bids or quotes, and
 - where a large majority of contracting dollars are expended.

Tables 3, 4 and 5 listed in this report provide the results of the base figure calculation. The base figure percentage is calculated by using the most refined data available for:

- Weighting the relative availability (Table 3) for each work category based on the work category weight taken from Table 2 that corresponds with the estimated percentage of total FTA dollars per NAICS;
- Dividing the number of DBE firms identified for each NAICS work category who are "ready, willing, and able" to bid for the types of work TDCHR will fund during FY 2023-2025 by the number of all firms (DBEs and non-DBEs) also "ready, willing, and able" to bid for TDCHR projects (relative availability) (Table 4);
 - The various categories of business for this analysis are based on the North American Industry Classification System (NAICS). The source of data for the number of DBE firms identified for each NAICS work category who are "ready, willing, and able" to bid is the Commonwealth of Virginia Unified Certification Program (VUCP) DBE directory. The source of data for the number of DBE and non-DBE firms identified for each NAICS work category who are "ready, willing, and able" to bid is the United States Census Bureau County Business Patterns database for the Virginia MSA.
- Determining the sum of the weighted ratio figures (Table 5).

TABLE 3: WORK CATEGORIES BY COST and TOTAL PERCENTAGE OF DBE FUNDS

	NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)
1)	236220	Parks Avenue Operating Division Relocation and Replacement	\$5,480,000.00	0.2184
2)	238910	Bus Stop Amenity Program	\$8,665,600.00	0.3453
3)	238990	HRT Paving Program	\$224,280.00	0.0089
4)	236220	Newport News Transit Center Interior Renovations	\$412,920.00	0.0165
5)	236220	Hampton Transit Center Interior Renovations	\$325,080.00	0.0130
6)	238990	Wards Corner Restroom and Paving Renovation	\$52,480.00	0.0021
7)	236220	Evelyn T Butts Transfer Center Replacement	\$1,530,250.00	0.0610
8)	236220	Net Center Replacement	\$400,000.00	0.0159
9)	236220	Robert Hall Transfer Center Replacement	\$1,452,250.00	0.0579
10)	236220	18th Street Building 1 and 2 Rehab	\$893,000.00	0.0356
11)	541330	Gate Replacement Design Study	\$100,000.00	0.0040
12)	541614	EAM Technology Asset Inventory	\$115,520.00	0.0046
13)	339950	Internal Digital Signage System	\$38,720.00	0.0015
14)	541511	Contract and Vendor Management Software Replacement	\$32,320.00	0.0013
15)	488210	Light Rail Right-of-Way State of Good Repair	\$317,760.00	0.0127
16)	488210	Light Rail Vehicle State of Good Repair	\$1,432,224.00	0.0571
17)	236220	Light Rail Station Upgrades	\$204,160.00	0.0081
18)	238110	Norfolk Tide Facility Foundation Repair	\$57,920.00	0.0023
19)	237310	Light Rail Aerial Structures	\$193,920.00	0.0077
20)	336390	Transit Bus Mid-Life Repower Project	\$2,429,120.00	0.0968
21)	811198	Paratransit Vehicle Mid-Life Overhaul/Repowers	\$328,960.00	0.0131
22)	238210	Enterprise Video Surveillance System Upgrade	\$136,000.00	0.0054
23)	541690	Safety Management System	\$269,760.00	0.0108
	Total FTA-Assisted Contract Funds		\$25,092,244.00	1.0

TABLE 4: READY, WILLING and ABLE DBE FIRM AVAILABILITY

	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability	
1)	236220	Parks Avenue Operating Division Relocation and Replacement	101	991	0.1019	
2)	238910	Bus Stop Amenity Program	98	871	0.1125	
3)	238990	HRT Paving Program	68	1178	0.0577	
4)	236220	Newport News Transit Center Interior Renovations	101	991	0.1019	
5)	236220	Hampton Transit Center Interior Renovations	101	991	0.1019	
6)	238990	Wards Corner Restroom and Paving Renovation	68	1178	0.0577	
7)	236220	Evelyn T Butts Transfer Center Replacement	101	991	0.1019	
8)	236220	Net Center Replacement	101	991	0.1019	
9)	236220	Robert Hall Transfer Center Replacement	101	991	0.1019	
10)	236220	18th Street Building 1 and 2 Rehab	101	991	0.1019	
11)	541330	Gate Replacement Design Study	134	1522	0.0880	
12)	541614	EAM Technology Asset Inventory	83	217	0.3825	
13)	339950	Internal Digital Signage System	5	117	0.0427	
14)	541511	Contract and Vendor Management Software Replacement	205	3557	0.0576	
15)	488210	Light Rail Right-of-Way State of Good Repair	4	521	0.0077	
16)	488210	Light Rail Vehicle State of Good Repair	4	521	0.0077	
17)	236220	Light Rail Station Upgrades	101	991	0.1019	
18)	238110	Norfolk Tide Facility Foundation Repair	47	468	0.1004	
19)	237310	Light Rail Aerial Structures	107	294	0.3639	
20)	336390	Transit Bus Mid-Life Repower Project	1	11	0.0909	
21)	811198	Paratransit Vehicle Mid-Life Overhaul/Repowers	1	129	0.0078	
22)	238210	Enterprise Video Surveillance System Upgrade	64	1700	0.0376	
23)	541690	Safety Management System	132	840	0.1571	
	Combined Totals		1829	21052	8.69%	Overall availability of DBEs

TABLE 5: DBE GOAL CALCULATION

	NAICS Code	Project	Weight	x	Availability	Weighted Base Figure
1)	236220	Parks Avenue Operating Division Relocation and Replacement	0.2184	x	0.10190	0.0223
2)	238910	Bus Stop Amenity Program	0.3453	x	0.11250	0.0388
3)	238990	HRT Paving Program	0.0089	x	0.05770	0.0005
4)	236220	Newport News Transit Center Interior Renovations	0.0165	x	0.10190	0.0017
5)	236220	Hampton Transit Center Interior Renovations	0.0130	x	0.10190	0.0013
6)	238990	Wards Corner Restroom and Paving Renovation	0.0021	x	0.05770	0.0001
7)	236220	Evelyn T Butts Transfer Center Replacement	0.0610	x	0.10190	0.0062
8)	236220	Net Center Replacement	0.0159	x	0.10190	0.0016
9)	236220	Robert Hall Transfer Center Replacement	0.0579	x	0.10190	0.0059
10)	236220	18th Street Building 1 and 2 Rehab	0.0356	x	0.10190	0.0036
11)	541330	Gate Replacement Design Study	0.0040	x	0.08800	0.0004
12)	541614	EAM Technology Asset Inventory	0.0046	x	0.38250	0.0018
13)	339950	Internal Digital Signage System	0.0015	x	0.04270	0.0001
14)	541511	Contract and Vendor Management Software Replacement	0.0013	x	0.05760	0.0001
15)	488210	Light Rail Right-of-Way State of Good Repair	0.0127	x	0.00770	0.0001
16)	488210	Light Rail Vehicle State of Good Repair	0.0571	x	0.00770	0.0004
17)	236220	Light Rail Station Upgrades	0.0081	x	0.10190	0.0008
18)	238110	Norfolk Tide Facility Foundation Repair	0.0023	x	0.10040	0.0002
19)	237310	Light Rail Aerial Structures	0.0077	x	0.36390	0.0028
20)	336390	Transit Bus Mid-Life Repower Project	0.0968	x	0.09090	0.0088
21)	811198	Paratransit Vehicle Mid-Life Overhaul/Repowers	0.0131	x	0.00780	0.0001
22)	238210	Enterprise Video Surveillance System Upgrade	0.0054	x	0.03760	0.0002
23)	541690	Safety Management System	0.0108	x	0.15710	0.0017
					Total	0.0996
					Expressed as a % (*100)	9.96%
					Rounded, Weighted Base Figure:	10%

The result of the Base Figure calculation for TDCHR is **10%** as shown in Table 5 above.

Step 2: Adjusting Base Figure

In order to determine if an adjustment to the base figure is necessary, TDCHR reviewed and assessed other known information that could potentially impact the relative availability of DBEs within the market area. Information considered in adjusting the Base Figure included:

Past DBE Goal Attainment

As historical DBE participation attainments provide demonstrable evidence of DBE availability and capacity to perform, TDCHR considered DBEs’ past participation as a relevant factor and proceeded to calculate past DBE participation attainments for the last three federal fiscal years, for which DBE attainment data is available. The projects anticipated to be awarded during the triennial period are slightly similar to those awarded in the recent past. Every semi-annual reporting period, TDCHR awards FTA-assisted contracts that consist of varying dollar amounts, varying term periods, use of varying procurement selection methods and depending on the contract, a varying number of DBE firms ready, willing, and able to perform those type of services. These multiple factors have resulted in a range of DBE attainment rates in the given semi-annual

reporting period. Table 6 shows the demonstrated capacity of DBEs (measured by actual historical DBE participation attainment) on FTA-assisted contracts awarded by TDCHR in the last three federal fiscal years.

TABLE 6: DBE GOAL ATTAINMENT

<u>FFY</u>	<u>Total Dollars</u>	<u>Total \$ to DBEs</u>	<u>Race Conscious to DBEs</u>	<u>Race Neutral to DBEs</u>	<u>RC%</u>	<u>RN%</u>	<u>Total RC+RN</u>	<u>FFY DBE Goal Attainment</u>
2019-20 Oct-Mar	\$4,447,391	\$298,754	\$298,754	0	6.7%	0	7%	7%
Apr-Sept	\$7,261,431	\$413,536	\$413,536	0	5.7%	0	6%	
2020-21 Oct-Mar	\$33,557,358	\$2,959,973	\$2,265,320	\$694,653	7%	2%	9%	19%
Apr-Sept	\$8,642,708	\$2,598,508	\$2,257,137	\$341,371	26%	4%	30%	
2021-22 Oct-Mar	\$9,855,262	\$557,089	\$548,246	\$8,843	6%	0.1%	6%	6%
Apr-Sept	\$15,116,513	\$962,128	\$112,128	\$850,000	0.74%	5%	6%	
DBE GOAL MEDIAN VALUE								7%

The results of the three year DBE goal attainment for FY 2020-2022 reflect a median value of seven (7) percent as shown above in Table 6. The median DBE attainment for the past three years, as shown in Table 6, is lower than the base figure derived from Step 1; therefore, an adjustment to the base figure based on TDCHR’s past DBE goal attainments has been made. The adjustment is calculated by averaging the base figure with the median DBE past attainment, as shown below:

$$\text{Adjusted Base Figure} = \frac{\text{Base Figure (10)} + \text{Median Past Attainment (7)}}{2}$$

The formula resulted in an adjustment (decrease) to the base figure from 10% to 8.5% rounded to 9%.

Disparity Studies

TDCHR has not conducted any disparity studies in the past three federal fiscal years.

Other Related Evidence

There is no other related evidence that would warrant the further adjustment of the DBE goal.

V. Overall DBE Goal Proposal

For TDCHR’s FTA assisted contracts for FFY 2023-2025, the final proposed overall DBE goal is 9%. As a part of the prescribed goal-setting methodology, TDCHR must determine the percentages of the proposed overall DBE goal that can be met using race-neutral and race-conscious measures with the maximum feasible amount going towards race-neutral measures.

Calculation of Race-Neutral and Race-Conscious Split (26.51)

The previous DBE goal established for FFY 2020-2022 was 8 percent with a race-neutral goal of 3 percent and a race-conscious goal of 5 percent. FTA program guidance indicates that the calculation to determine the race-conscious/race neutral split may be based in part on the amount that DBE goals were exceeded

during the previous fiscal years. The federal regulations require TDCHR to meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. Race-neutral participation includes:

- DBEs who win prime contracts through customary competitive procurement procedures;
- DBEs who are awarded subcontracts on prime contracts that do not carry a DBE goal; and
- DBEs who are awarded subcontracts in excess of the stated DBE contract goal.

Tables 7 and 8 break down the past DBE goals and achievements for race-conscious and race-neutral splits during the previous triennial goal period of FFY 2020-2022. This information provides the foundation for calculating the race-neutral goal for FFY 2023-2025.

TABLE 7: DBE GOALS AND ACHEIVEMENTS

<u>FFY Total Dollars</u>	<u>Total \$ to DBEs</u>	<u>DBE Goal Attainment</u>	<u>Race Conscious DBE \$</u>	<u>Race Neutral DBE \$</u>	<u>Race Conscious DBE %</u>	<u>Race Neutral DBE %</u>
2019-2020	\$712,290	7%	\$712,290	\$0	7%	0%
2020-2021	\$5,558,481	19%	\$4,522,457	\$1,036,024	26%	4%
2021-2022	24,971,775	6%	\$660,374	\$858,843	6%	5%

TABLE 8: DBE GOALS AND ACHEIVEMENTS (Race Conscious/Race Neutral Split)

YEAR	FY20	FY21	FY22
GOAL	8%	8%	8%
(RC/RN)*	(5/3)	(5/3)	(5/3)
ACHIEVEMENT	7%	19%	6%
(RN)	0%	4%	5%
DIFFERENCE	-3	+1	+2
RC=Race Conscious, RN=Race Neutral			

Additionally, FTA guidance suggests that the calculation of the extent that each goal was, or could have been, achieved by race-neutral means can be determined by adding the race –neutral goal in a year and the amount by which the total goal was exceeded. The sum is then divided by the total achievement in each year, resulting in the percentage of total achievement that was, or could have been, achieved by race neutral means.

Table 9 provides the results in the first step of determining the DBE race-neutral participation split for FFY 2020-2022. The RN, Difference (+/-), and Achievement data were obtained from Table 8 above. The process of the first step is to add the race-neutral participation to the difference of the overall goal and actual achievement (Difference (+/-) column) and, afterwards, divide this total by the achievement percentage. The results will reflect the past DBE race-neutral participation for the related fiscal year. Repeat this process for the remaining fiscal years to and use the calculated data to determine the median past DBE race-neutral participation.

TABLE 9: CALCULATION TO FIND MEDIAN FOR PAST DBE RACE NEUTRAL PARTICIPATION

FY	RN	DIFFERENCE (+/-)	RN + DIFFERENCE (+/-)	ACHIEVEMENT	RN + DIFFERENCE (+/-)/ACHIEVEMENT
2020	0%	-3%	-3%	7%	-42.9%
2021	4%	+1	5%	19%	26.3%
2022	5%	+2%	7%	6%	116%

The median of -42.9%, 26.3% and 116% is **26.3%**. Step two in the process of determining the DBE race-neutral split for FFY 2023-2025 is multiplying the median from step one, 26.3%, to the current established overall DBE goal, 9%.

$$0.263 \times 0.09 = 0.24, \text{ or } 2\%$$

As a result of completing the calculation for race-neutral participation, the proposed overall goal of 9% will consist of a race-neutral/race-conscious split of 2% and 7% respectively. The race-conscious split is based on a calculation of 9% (proposed overall goal) minus 2% (race-neutral split).

VI. Public Notice and Meaningful Consultation

The Transportation District Commission of Hampton Roads has determined that the proposed overall Disadvantaged Business Enterprises goal for federal fiscal years 2023 through 2025 will be 9% percent. The goal is based upon the availability of ready, willing, and able DBEs and non-DBE businesses in the Virginia Beach MSAs and our service area.

Meaningful consultation was performed, including a public event held on Wednesday, June 29th at Military Circle Mall in Norfolk, VA. Individuals The event presented the opportunity for HRT’s Civil Rights and Grants Program Coordinator to share HRT’s proposed DBE goal for FY2023 through FY 2025. This event presented the opportunity for a meeting with face-to-face interaction and reaching out to all applicable community organizations, minority, women’s, and general contractor groups, and other officials or organizations in the local area for comments that could impact the established DBE goal.

Representatives from the following organizations were invited to attend the event to provide feedback on the proposed DBE goal:

- *Access Business Solutions*
- *Asian Chamber of Commerce*
- *Black BRAND: Hampton Roads’ Regional Black Chamber of Commerce*
- *City of Chesapeake Economic Development Office*
- *City of Hampton Economic Development Office*
- *City of Newport News Economic Development Office*
- *City of Norfolk Economic Development Office*
- *City of Portsmouth Economic Development Office*
- *City of Virginia Beach Economic Development Office*
- *Hampton Roads Chamber of Commerce*
- *Hampton Roads Connector Partners Civil Rights Office*
- *Hampton Roads Transportation Planning Organization*
- *Hispanic Chamber of Commerce of Coastal Virginia*
- *Norfolk State University Department of Business Administration*

- *Old Dominion University's Institute for Innovation & Entrepreneurship*
- *Tidewater Community College*
- *Virginia Department of Small Business and Supplier Diversity*
- *Virginia Department of Transportation Civil Rights Office*
- *Virginia Peninsula Chamber of Commerce*
- *Virginia Peninsula Community College*
- *Williamsburg Area Transit Authority*

(Please see Attachment 1 for proof of event. Sign in sheets available upon request)

In conclusion, as a result of the information provided during the goal methodology process, the Transportation District Commission of Hampton Roads (TDCHR) proposes an overall Disadvantaged Business Enterprise (DBE) goal of 9% for federal fiscal years 2023 through 2025 with an achievement goal based on 2% race-neutral and 7% race-conscious measures.

VII. Proof of Public Notice

The proposed DBE goal was posted on the agency's website on June 30, 2022 and will remain throughout the three-year triennial goal cycle. An attachment to this report will provide the proof of public notice that reflects the agency goal having been posted on DBE Program website of Hampton Roads Transit.

ATTACHMENT 1: Flyer for Event

YOU'RE INVITED TO

Hampton Roads Transit's Small and Minority Business Procurement Fair and Community Outreach Event

Wednesday, June 29th • 1:00 p.m. to 4:00 p.m.
Military Circle Mall Food Court
880 North Military Highway, Norfolk, VA 23502

Join Hampton Roads Transit, transportation industry leaders, and organizations committed to helping small businesses succeed in Hampton Roads.

Learn about HRT's proposed Disadvantaged Business Enterprise (DBE) goal for FY2023 to FY2025 and provide feedback. Also, learn how to operate a small business, obtain contracting opportunities, and become DBE (Disadvantaged Business Enterprise) and SWaM (Small, Women Owned and Minority Business) certified.

All current and future business owners are welcome to attend.
Please register for the event on Eventbrite:

eventbrite.com/e/small-and-minority-business-procurement-fair-and-community-outreach-event-tickets-342231292007



HAMPTON ROADS TRANSIT

gohrt.com

ATTACHMENT 2: PROOF OF PUBLIC NOTICE

The screenshot shows a web browser window with the URL <https://gohrt.com/dbe/>. The browser's address bar and tabs are visible at the top. Below the browser, the website's navigation bar includes links for "Search", "Customer Service", "Paratransit", and "This Week @ HRT". The main header features the Hampton Roads Transit logo and navigation links for "Passengers", "Agency", "Business", and "Careers".

The page content is titled "Disadvantaged Business Enterprise (DBE)" and includes a "PUBLIC NOTICE:" section with the heading "Ferry Boat Design and Build Project Disadvantaged Business Enterprise (DBE) Goal". The text explains that the DBE program is a Federal program designed to remedy ongoing discrimination and the continuing effects of past discrimination in federally-assisted highway, transit and airport contracting markets nationwide. It states that the primary remedial goal and objective of the DBE program is to level the playing field by providing small businesses owned and controlled by socially and economically disadvantaged individuals a fair opportunity to compete for federally-funded transportation contracts.

Hampton Roads Transit has developed and implemented a DBE program and overall agency goal that conforms to the U.S. Department of Transportation's (DOT) standards set forth in 49 CFR Part 26. The overall agency goal is updated on a triennial basis.

- [HRT DBE Policy](#)
- [PUBLIC NOTICE: Disadvantaged Business Enterprise Triennial Goal For FFY 2023 – FFY 2025](#)

Hampton Roads Transit shall not discriminate in any manner on the basis of race, color, sex or national origin, and shall take all reasonable steps to ensure that Virginia certified DBEs have the maximum opportunity to participate in Hampton Roads Transit's DOT-assisted contracts.

On the right side of the page, there is a section titled "Assistance & Questions" with contact information for Jennifer Dove, DBE & Grants Coordinator. Her contact details are: Hampton Roads Transit, 509 E. 18th Street, Building 4, Norfolk, Virginia 23504, (757) 222-6000 ext. 6418, and jdove@hrtransit.org.

At the bottom left of the page, there is a small breadcrumb link: [/gohrt.com/this-week/](#).



PUBLIC NOTICE: DISADVANTAGED BUSINESS ENTERPRISE TRIENNIAL GOAL FOR FFY 2023- FFY 2025

The Transportation District Commission of Hampton Roads (TDCHR), the public transportation system serving the Hampton Roads metropolitan area, announces the proposed establishment of an 9% Disadvantaged Business Enterprise (DBE) utilization goal on Federal Transit Administration funded projects for Federal Fiscal Years (FFYs) 2023-2025. The 9% proposed goal was derived using Virginia Department of Small Business and Supplier Diversity's Unified Certification Program Directory, previous fiscal year achievement, US Census Bureau data, and current area business consultations.

In accordance with 49 CFR Part 26.45(g), TDCHR invites maximum public participation and solicits comments regarding the proposed goal. Further, TDCHR invites the submission of evidence and information that may support the use of mixed components of race-conscious and race-neutral measures to achieve the overall goal.

Comments on the proposed program goal will be accepted after the publication of this notice. Send all comments to the DBE Program Office, at the below address or by email to jdove@hrtransit.org.

Transportation District Commission of Hampton Roads
DBE Program Office
509 E. 18th Street
Norfolk, VA 23504
Attn: Jennifer Dove, DBE Program Manager

The proposed DBE goal and its methodology will be reviewed at a Small and Minority Business Fair on June 29, 2022 at 1:00 pm. The event will be held at

Military Circle Mall
880 N. Military Highway
Suite #409
Norfolk, VA 23502

It is the policy of TDCHR to initiate actions to ensure that ready, willing, and able DBEs have an equal opportunity to participate in the performance of contracts fully or partially funded by the federal government. TDCHR is committed to maximizing the utilization of DBEs in the development, renovation and restoration of TDCHR facilities. TDCHR will further ensure that all solicitations are sought and considered without restriction based on age, color, disability, national origin, race, religion or sex.

Firms that are able to supply parts, supplies, or services are encouraged to apply for DBE certification by contacting the Commonwealth of Virginia's Department of Small Business and Supplier Diversity.