

EVERETT TRANSIT
DISADVANTAGED BUSINESS
ENTERPRISE (DBE)
FFY 2024-2026 DBE GOAL

Table of Contents

Everett Transit Disadvantaged Business Enterprise (DBE) Goal for FFY 2024-2026 1

 Overall Goals 2

 Step One: Determining a Base Figure - 49 CFR Section 26.45 (c) 2

 Step Two: Determining if an Adjustment is Warranted - 49 CFR Section 26.45 (d) 2

 Transit Vehicle Manufacturers Goals – 49 CFR Section 26.49 3

 Means Used to Meet Overall Goals – 49 CFR Section 26.51 (c) 3

 Public Participation – 49 CFR Section 26.45 (g) 3

Overall Goals

In accordance with 49 CFR Part 26, Everett Transit has proposed an overall Race/Gender-Neutral DBE goal for FFY 2024-2026 at two percent (2%). The goals were developed based upon anticipated and awarded U.S. DOT-assisted contracts, exclusive of FTA funds to be used for the purchase of transit vehicles. To determine the goal, Everett Transit followed the two-step goal-setting methodology and has attached the Weighting Base Figure spreadsheet for projects occurring from 2024-2026. (Table 1)

Step One: Determining a Base Figure - 49 CFR Section 26.45 (c)

Everett Transit's (ET) market area was established by using all of Snohomish County and all of King County based on past participation in U.S. DOT assisted projects.

Consistent with U.S. DOT guidance, ET examined all U.S. DOT assisted projects anticipated during the FFY of 2024-2026. Overall business availability was established and compared to DBE firms within the market area using NAIC's applicable to each project. Data was then extrapolated from the US Census (American Community Survey ACS) and the Washington State Office of Minority and Women Business Enterprises (OMWBE). The data was then exported to the Weighting Base Figure spreadsheet (Table 1) and the base figure was determined to be 2%.

Step Two: Determining if an Adjustment is Warranted - 49 CFR Section 26.45 (d)

After establishing a base figure, Everett Transit considered other available information to determine if an adjustment to the base figure was warranted. Additional information was considered from two sources:

Sound Transit 2020 Disparity Study (BBC Research & Consulting):

In 2020, Sound Transit retained BBC Research and Consulting to conduct a disparity study to help evaluate their Federal DBE program's effectiveness. BBC examined whether there were disparities between the percent of contract and procurement dollars awarded to minority and woman owned businesses. The study's results concluded that most racial/ethnic groups had substantial disparities on the prime contracts that Sound Transit awarded during the study period. However, Sound Transit has a larger market area and much larger contracts than Everett Transit, so the comparison is not necessarily indicative of barriers to our program. Although these disparities may not apply to Everett Transit, we are cognizant of the possibility and will continue to consider this information as we review our goal setting during each goal-setting period.

Next, past participation of Everett Transit's contracts were taken into consideration. ET is a small agency participating in a larger Seattle-Tacoma-Everett UZA. A large majority of FTA-funded projects include rolling stock purchases and preventive maintenance on our vehicle fleet. With the onset of COVID-19 in 2020, a majority of the agency's formula funding was reallocated to support transit operations as allowed by federal law. Opportunities for contracting work have been limited during FFY 2021-2023. Although FFY 2023 is not yet over, DBE participation during FFY 2021-2023 has been 0% thus far.

We have examined the evidence available and have determined that no adjustment to the base figure established in Step One is necessary to arrive at our overall goal.

Transit Vehicle Manufacturers Goals – 49 CFR Section 26.49

Everett Transit will not use DBE goals in contracts for rolling stock. Transit vehicle manufacturers (TVM) are required to develop their own DBE programs. Therefore, Everett Transit will require in its bid or proposal packages for transit vehicles a certification from each TVM that they have developed and submitted their own program to the FTA and that said program has been approved or not disapproved. Everett Transit will verify certified TVM's on FTA's Office of Civil Rights DBE webpage.

Means Used to Meet Overall Goals – 49 CFR Section 26.51 (c)

Everett Transit will use race/gender-neutral means to encourage DBE participation in its federally assisted contracts. Everett Transit does not use DBE quotas or set asides to achieve the overall annual goal for DBE participation. Participation will be achieved by race/gender-neutral means or by the use of contract goals.

Public Participation – 49 CFR Section 26.45 (g)

Public participation is a key component of Everett Transit's process for establishing DBE goals. Outreach efforts have been made to engage the public as part of the goal-setting process as well providing a comment period for feedback on proposed goals.

Everett Transit consults with different community organizations that provide or disseminate information about local marketplace conditions for minority and women owned businesses. To engage with stakeholders on our proposed DBE goal, Everett Transit hosted an interactive meeting which provided an opportunity to discuss the rationale for the goal, the effects of discrimination on DBEs, and collect comments about the proposed DBE goal from meeting participants. The meeting was open to the public and invited stakeholders including minority, women's, and contractor groups. Invited organizations included:

- Downtown Everett Association (DEA)
- Economic Alliance of Snohomish County (EASC)
- US DOT Northwest Small Business Transportation Resource Centers (SBTRC)

Public notice announcing the overall goal was posted on Everett Transit's website and submitted to the local newspaper The Herald in both Spanish and English. The notice provided an opportunity for comment over a 45-day period. Everett Transit hosted a live event on Facebook to answer questions and discuss our goal-setting process, allowing for public participation.

Table 1: Weighting Base Figure Worksheet

Step 1 - Determine the weight of each type of work by NAICS Code:

* Enter all the FTA-assisted projects below. Project amounts should be assigned relevant NAICS Code(s).

	NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)	
1)	541330	Electrical Engineer Services - EVST Fire Alarm Control Panel Replacement (20%)	\$24,263.00	0.0051	TOTAL FTA FUNDS \$121,315
2)	561621	Security Systems Services - EVST Fire Alarm Control Panel Replacement (15%)	\$18,197.25	0.0038	
3)	237130	Power & Communication Line & Related Structures Construction - EVST Fire Alarm Control Panel Replacement (65%)	\$78,854.75	0.0166	
4)	238210	Electrical Contractors & Other Wiring Installation Contractors - EVST HVAC System Replacement (35%)	\$385,003.15	0.0812	TOTAL FTA FUNDS \$1,175,009 ((\$75K of this is for engineering))
5)	238220	Plumbing, Heating, and Air-Conditioning Contractors - EVST HVAC System Replacement (65%)	\$715,005.85	0.1508	
6)	541330	Electrical Engineer Services - EVST HVAC System Replacement (100%)	\$75,000.00	0.0158	
7)	541350	Building Inspection Services - EVST Threat Assessment (15%)	\$15,000.00	0.0032	TOTAL FTA FUNDS \$100,000 (from HVAC grant: 1% security, 0.75% safety minimum)
8)	541690	Other Scientific & Technical Consulting Services - EVST Threat Assessment (85%)	\$85,000.00	0.0179	
9)	339950	Sign Manufacturing - College/Mall Station Electronic Signage (30%)	\$31,230.60	0.0066	TOTAL FTA FUNDS \$104,102
10)	541430	Graphic Design Services - College/Mall Station Electronic Signage (45%)	\$46,845.90	0.0099	
11)	541850	Indoor/Outdoor Displace Advertising - College/ Mall Station Electronic Signage (25%)	\$26,025.50	0.0055	
12)	541310	Architectural Services - New Transit Maintenance Facility Preliminary Design (50%)	\$1,002,418.00	0.2114	TOTAL FTA FUNDS \$2,004,836 ((\$480K FFY2025; \$1,524,836 FFY2026))
13)	541330	Electrical Engineer Services - New Transit Maintenance Facility Preliminary Design (32%)	\$641,547.52	0.1353	
14)	541340	Drafting Services - New Transit Maintenance Facility Preliminary Design (10%)	\$200,483.60	0.0423	
15)	541350	Building Inspection Services - New Transit Maintenance Facility Preliminary Design (8%)	\$160,386.88	0.0338	
16)	238110	Poured Concrete Foundation and Structure Contractors - Bus Shelter Panel Conversion from Glass to Wire Mesh/Installation of New Wire Mesh Shelters (15%)	\$53,550.00	0.0113	TOTAL FTA FUNDS \$357,000 (FFY25 and FFY26 Combined)
17)	238350	Finish Carpentry Contractors - Bus Shelter Panel Conversion from Glass to Wire Mesh/Installation of New Wire Mesh Shelters (85%)	\$303,450.00	0.0640	

18)	541511	Custom Computer Programming Services - Driver Simulator Training Equipment (20%)	\$16,000.00	0.0034	TOTAL FTA FUNDS \$80,000
19)	541512	Computer Systems Design Services - Driver Simulator Training Equipment (10%)	\$8,000.00	0.0017	
20)	423430	Computer and Computer Peripheral Equipment and Software Wholesalers - Driver Simulator Training Equipment (70%)	\$56,000.00	0.0118	
21)	335312	Motor and Generator Manufacturing - Transit Operations Generator Replacement (75%)	\$600,000.00	0.1265	TOTAL FTA FUNDS \$800,000
22)	238210	Electrical Contractors and Other Wiring Installation Contractors - Transit Operations Generator Replacement (25%)	\$200,000.00	0.0422	
Total FTA-Assisted Contract Funds			\$4,742,262.00	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
1)	541330	Electrical Engineer Services - EVST Fire Alarm Control Panel Replacement (20%)	14	854	0.0164
2)	561621	Security Systems Services - EVST Fire Alarm Control Panel Replacement (15%)	1	62	0.0161
3)	237130	Power & Communication Line & Related Structures Construction - EVST Fire Alarm Control Panel Replacement (65%)	5	52	0.0962
4)	238210	Electrical Contractors & Other Wiring Installation Contractors - EVST HVAC System Replacement (35%)	12	755	0.0159
5)	238220	Plumbing, Heating, and Air-Conditioning Contractors - EVST HVAC System Replacement (65%)	3	751	0.0040
6)	541330	Electrical Engineer Services - EVST HVAC System Replacement (100%)	14	854	0.0164
7)	541350	Building Inspection Services - EVST Threat Assessment (15%)	1	98	0.0102
8)	541690	Other Scientific & Technical Consulting Services - EVST Threat Assessment (85%)	8	368	0.0217
9)	339950	Sign Manufacturing - College/Mall Station Electronic Signage (30%)	1	68	0.0147
10)	541430	Graphic Design Services - College/Mall Station Electronic Signage (45%)	7	242	0.0289
11)	541850	Indoor/Outdoor Displace Advertising - College/ Mall Station Electronic Signage (25%)	0	20	0.0000
12)	541310	Architectural Services - New Transit Maintenance Facility Preliminary Design (50%)	7	475	0.0147

13)	541330	Electrical Engineer Services - New Transit Maintenance Facility Preliminary Design (32%)	14	854	0.0164	
14)	541340	Drafting Services - New Transit Maintenance Facility Preliminary Design (10%)	3	28	0.1071	
15)	541350	Building Inspection Services - New Transit Maintenance Facility Preliminary Design (8%)	1	98	0.0102	
16)	238110	Poured Concrete Foundation and Structure Contractors - Bus Shelter Panel Conversion from Glass to Wire Mesh/Installation of New Wire Mesh Shelters (15%)	3	243	0.0123	
17)	238350	Finish Carpentry Contractors - Bus Shelter Panel Conversion from Glass to Wire Mesh/Installation of New Wire Mesh Shelters (85%)	0	445	0.0000	
18)	541511	Custom Computer Programming Services - Driver Simulator Training Equipment (20%)	12	1121	0.0107	
19)	541512	Computer Systems Design Services - Driver Simulator Training Equipment (10%)	12	1043	0.0115	
20)	423430	Computer and Computer Peripheral Equipment and Software Wholesalers - Driver Simulator Training Equipment (70%)	0	97	0.0000	
21)	335312	Motor and Generator Manufacturing - Transit Operations Generator Replacement (75%)	0	0		
22)	238210	Electrical Contractors and Other Wiring Installation Contractors - Transit Operations Generator Replacement (25%)	12	755	0.0159	
	Combined Totals		130	9283	0.0140	Overall availability of DBEs

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

	NAICS Code	Project	Weight	x	Availability	Weighted Base Figure
1)	541330	Electrical Engineer Services - EVST Fire Alarm Control Panel Replacement (20%)	0.00512	x	0.01639	0.0001
2)	561621	Security Systems Services - EVST Fire Alarm Control Panel Replacement (15%)	0.00384	x	0.01613	0.0001
3)	237130	Power & Communication Line & Related Structures Construction - EVST Fire Alarm Control Panel Replacement (65%)	0.01663	x	0.09615	0.0016
4)	238210	Electrical Contractors & Other Wiring Installation Contractors - EVST HVAC System Replacement (35%)	0.08119	x	0.01589	0.0013
5)	238220	Plumbing, Heating, and Air-Conditioning Contractors - EVST HVAC System Replacement (65%)	0.15077	x	0.00399	0.0006
6)	541330	Electrical Engineer Services - EVST HVAC System Replacement (100%)	0.01582	x	0.01639	0.0003
7)	541350	Building Inspection Services - EVST Threat Assessment (15%)	0.00316	x	0.01020	0.0000

8)	541690	Other Scientific & Technical Consulting Services - EVST Threat Assessment (85%)	0.01792	x	0.02174	0.0004
9)	339950	Sign Manufacturing - College/Mall Station Electronic Signage (30%)	0.00659	x	0.01471	0.0001
10)	541430	Graphic Design Services - College/Mall Station Electronic Signage (45%)	0.00988	x	0.02893	0.0003
11)	541850	Indoor/Outdoor Displace Advertising - College/ Mall Station Electronic Signage (25%)	0.00549	x		
12)	541310	Architectural Services - New Transit Maintenance Facility Preliminary Design (50%)	0.21138	x	0.01474	0.0031
13)	541330	Electrical Engineer Services - New Transit Maintenance Facility Preliminary Design (32%)	0.13528	x	0.01639	0.0022
14)	541340	Drafting Services - New Transit Maintenance Facility Preliminary Design (10%)	0.04228	x	0.10714	0.0045
15)	541350	Building Inspection Services - New Transit Maintenance Facility Preliminary Design (8%)	0.03382	x	0.01020	0.0003
16)	238110	Poured Concrete Foundation and Structure Contractors - Bus Shelter Panel Conversion from Glass to Wire Mesh/Installation of New Wire Mesh Shelters (15%)	0.01129	x	0.01235	0.0001
17)	238350	Finish Carpentry Contractors - Bus Shelter Panel Conversion from Glass to Wire Mesh/Installation of New Wire Mesh Shelters (85%)	0.06399	x		
18)	541511	Custom Computer Programming Services - Driver Simulator Training Equipment (20%)	0.00337	x	0.01070	0.0000
19)	541512	Computer Systems Design Services - Driver Simulator Training Equipment (10%)	0.00169	x	0.01151	0.0000
20)	423430	Computer and Computer Peripheral Equipment and Software Wholesalers - Driver Simulator Training Equipment (70%)	0.01181	x		
21)	335312	Motor and Generator Manufacturing - Transit Operations Generator Replacement (75%)	0.12652	x		
22)	238210	Electrical Contractors and Other Wiring Installation Contractors - Transit Operations Generator Replacement (25%)	0.04217	x	0.01589	0.0007
					Total	0.0158
					Expressed as a % (*100)	1.58%
					Rounded, Weighted Base Figure:	2%