

**STAFF REPORT FOR CALENDAR ITEM NO.: 11
FOR THE MEETING OF: May 9, 2019**

TRANSBAY JOINT POWERS AUTHORITY

BRIEF DESCRIPTION:

Approval of the draft Anticipated Disadvantaged Business Enterprise (DBE) Participation Level (ADPL) for federal fiscal years 2019-20 through 2021-22 (FFY2019-21) and authorization of the release of the draft ADPL for a 30-day public review/30-day public comment process and presentation of draft Small Business Enterprise participation goal.

SUMMARY:

- In accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26), the TJPA implements a DBE Program to ensure nondiscrimination in the award of federally funded contracts. As part of this program, the TJPA must establish a triennial target for DBE participation in all new contracts that are planned to be funded with Federal Transit Administration (FTA) funds. A DBE firm is defined as a for-profit “small business concern” that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. DBE firms are certified as such through Unified Certification Programs established in each state.
- In accordance with the public participation requirements of 49 CFR Part 26.45, at the discretion of the recipient agency, the draft DBE target may be released for a 30-day review/30-day comment period. Following this period, the final DBE target will be brought to the TJPA Board for approval.
- TJPA’s FTA funds are largely expended, and no new contracts are currently anticipated to be funded with the remaining funds. FTA recipients that will spend less than \$250,000 in FTA funds to award contracts in a fiscal year are not required to have a DBE program. TJPA’s remaining funds will likely be spent on administrative costs over the remainder of the project such as salaries, benefits, insurance, office rent, and office supplies and equipment. While purchase of office supplies could be considered a contract opportunity, TJPA will not spend \$250,000 on such costs, and because there is no opportunity for DBE participation in these categories in any case the draft FFY2019-21 ADPL for FTA-funded contracts is 0%.
- TJPA will continue to implement its approved Small Business Enterprise (SBE) Program to supplement DBE participation, and staff recommends setting an overall SBE participation target of 14.5% but this program-wide SBE goal and participation would not be reportable to the FTA.

EXPLANATION:

Development of ADPL Percentage

As an eligible recipient of federal-aid funding, TJPA is required to comply with 49 CFR Part 26, which states that grantees must establish and implement a DBE program and set triennial DBE participation targets.

The methodology to calculate the DBE participation target is a two-step process described in 49 CFR Part 26. Step One of the methodology establishes a base figure for any anticipated new contracts to be awarded in the period, which in this case is federal fiscal years 2019-20 through 2021-22 (October 1, 2019 – September 30, 2022). The base figure is derived from the relative availability of DBEs that are ready, willing, and able to participate on these anticipated contracts. Step Two relies on the TJPA's knowledge of its contracting markets and previous history of DBE participation to determine if an adjustment to the base figure is needed. The calculation using the prescribed methodology results in an FTA ADPL of 0% for FFY2019-22. This methodology is outlined in Attachment 2.

The overall DBE goal is typically split into race-neutral and race-conscious components. Race-neutral participation occurs when a DBE obtains a contract or subcontract through customary procurement procedures where there was no contract goal or its DBE status was not considered in making the award. Race-conscious DBE participation is the portion of the overall goal that focuses on assisting only DBEs, where a contract's DBE goal is explicitly stated to encourage DBE participation. TJPA will continue to operate a race-neutral DBE program.

TJPA will continue to seek DBE and other SBE participation to the maximum extent possible on contracts, regardless of funding source, and consequently has also calculated a program-wide SBE target for agency reference of 14.5% of a planned \$179 million in contract awards through the remainder of the project. This target is based on the anticipated contracts to be let in the next three years weighted against the availability of SBEs and the level of SBE participation that has been achieved on similar TJPA contracts in the past. The calculation of the goal is shown in Attachment 2.

Public Outreach

In the past, in order to comply with 49 CFR Part 26.45, the draft ADPL was required to be released and published in general circulation media for a 30-day review/45-day comment period. In changes to the regulation implemented in 2014, FTA no longer mandates media publication of the proposed overall goal for a 45-day comment period. Instead, FTA has provided discretion to the recipient agencies as to whether or not the goal is published outside of the agency's website and whether or not to offer a public comment period. The elimination of the publication requirement was meant to reduce the administrative burden, expense, and delay that is borne by recipient agencies and often led to few, if any, comments.

The last time the ADPL was presented for public review, the Board elected to publish the proposed DBE target on the website only, as the total cost of advertising in the 11 publications used in 2014 was just over \$2,000. TJPA received no comments in response to these advertisements, and has never actually received any comments on its proposed DBE target in response to publishing it. Consequently, staff continues to recommend publishing the ADPL on the TJPA website only, for a 30-day comment period. Any comments received will be reviewed and brought to the Board for consideration when the final ADPL is brought for approval at a later Board meeting.

Past History

In 2016, the TJPA Board approved an ADPL for FFY 2016-19 of 0.0%. This was based on the anticipated contracting activity associated with the purchase of Stationery and Office Supplies. These purchases were made without DBE participation. However, the firm used for purchasing office supplies—Give Something Back—is based in Oakland, and has a mission of improving the quality of life in the communities it serves by donating an average of \$250,000 annually to local non-profit organizations.

Despite having no effective DBE goal, the TJPA has continued DBE and SBE participation on the contracts in place:

Contract	DBE %	SBE %
PMPC	0%	9%
Legal Services	0%	61%
Financial Services	19%	68%
Environmental Analysis	0%	19%
Real Estate Economics	0%	100%
Facility Services	8%	13%
Construction	7%	7%
Construction Management	37%	3%
Public Relations	100%	0%
Engineering	4%	1%

Overall for FFY 2016-18, counting all funding sources, TJPA awarded almost 6% of contract value to DBEs and 22% to SBEs.

RECOMMENDATION:

Approve the draft Anticipated Disadvantaged Business Enterprise (DBE) Participation Level (ADPL) of 0% for federal fiscal years 2019-20 through 2021-22 (FFY2019-22) and authorize the release of the draft ADPL for a 30-day public review/30-day public comment process via the TJPA website.

ATTACHMENTS:

1. Resolution
2. FFY2019-22 ADPL Methodology

**TRANSBAY JOINT POWERS AUTHORITY
BOARD OF DIRECTORS**

Resolution No. _____

WHEREAS, The Federal Transit Administration (FTA) approved the Transbay Joint Powers Authority (TJPA) as an eligible grantee for Federal financial assistance in January 2006; and

WHEREAS, In order to obtain federal funds for transportation projects from either the FTA or the Federal Highway Administration (FHWA), both operating administrations within the United States Department of Transportation (U.S. DOT), TJPA must implement an approved Disadvantaged Business Enterprise (DBE) Program in compliance with federal requirements (Title 49 Code of Federal Regulations Part 26) and update its DBE participation target on an triennial basis; and

WHEREAS, TJPA has largely expended its FTA and FHWA funds and does not anticipate awarding contracts with the remaining funds but rather plans to expend the funds on administrative-type costs such as salaries, benefits, office rent, insurance, and office supplies, where there are no opportunities for DBE participation; and

WHEREAS, Accordingly, the Anticipated DBE Participation Level (ADPL) established for federal Fiscal Years 2019-20 through 2021-22 for DBE participation in the performance of contracts financed in whole or in part with U.S. DOT funds is proposed to be 0%; and

WHEREAS, The TJPA plans, however, to continue to take affirmative steps to achieve DBE participation through implementation of its separate Small Business Enterprise (SBE) Program, and staff recommends setting an overall SBE participation target of 14.5% considering all contracts to be awarded during the triennial period regardless of funding source; and

WHEREAS, A notice of the proposed overall participation percentage level must be posted to the agency's website, and a 30-day public comment period is optional; now, therefore, be it

RESOLVED, That the TJPA Board approves the draft ADPL for FFY2019-22 of 0%; and be it further

RESOLVED, That the TJPA Board authorizes the publication of the draft ADPL for FFY2019-22 on the TJPA website for a period of 30 days for public review and comments.

I hereby certify that the foregoing resolution was adopted by the Transbay Joint Powers Authority Board of Directors at its meeting of May 9, 2019.

Secretary, Transbay Joint Powers Authority

FFY 2019-22
ANTICIPATED DBE PARTICIPATION LEVEL (ADPL) METHODOLOGY

The methodology to calculate an agency's DBE participation target is a two-step process described in 49 CFR Part 26. Step One of the methodology establishes a base figure for the anticipated new federally-funded contracts to be awarded during federal fiscal years 2019-20 through 2021-22 (FFY2019-22). As part of this program, the TJPA must establish a triennial target for DBE participation in all new contracts that are planned to be funded with Federal Transit Administration (FTA) funds, so this calculation has been done for contracts expected to be awarded between October 1, 2019 and September 30, 2022.

The base figure is derived from the relative availability of DBEs that are ready, willing, and able to participate on these anticipated contracts. Step Two relies on the agency's knowledge of its contracting markets and previous history of DBE participation to determine if an adjustment to the base figure is needed. The calculation using the two-step methodology results in an FTA ADPL of 0% for FFY2019-22 for the TJPA. This methodology, rationale and calculations are outlined below.

Step One Process: Census Bureau Data and DBE Directory

The initial step in developing an ADPL is to determine the market area for consultants who have demonstrated an interest or are anticipated to participate in TJPA contracts. The counties in the TJPA's market area consist of the nine (9) Bay Area counties:

- Alameda County
- Contra Costa County
- Marin County
- Napa County
- San Francisco County
- San Mateo County
- Santa Clara County
- Solano County
- Sonoma County

The Transbay Transit Center will be a multi-modal transportation station serving the San Francisco Bay Area Region, which is made up of the nine counties above. It will be a hub for the transit systems from the surrounding counties that already bring thousands of workers into San Francisco daily. The Metropolitan Transportation Commission—the state designated regional transportation agency—defines its transportation planning and financing area as the nine-county Bay Area, and California Department of Transportation (Caltrans) District 4 is also made up of the nine-county Bay Area. MTC and Caltrans are funders of the Transbay Transit Center project, and the nine counties are represented in some fashion on the TJPA Board, each with an expectation of project benefits including work on the project during the design and construction phases. The nine-county San Francisco Bay Area is the most appropriate market area for TJPA to use in its goal-setting methodology.

Secondly, the work categories must be determined for the anticipated contracts. TJPA's FTA funds are largely expended, and no new contracts are currently anticipated to be funded with the remaining funds; remaining funds will likely be spent on administrative costs over the remainder of the project such as office supplies and equipment. Purchasing office supplies can be considered a contracting opportunity, and staff anticipates potentially spending up to an estimated \$60,000 on office supplies through the remainder of the project, based on historical spending.

The ratio of DBE firms to non-DBE firms must then be calculated by dividing the number of certified DBE firms ready, willing and able to work in the TJPA's market area by the total number of firms found in the same market area according to the US Census database.

Finally, the Step One Base Figure results from multiplying the DBE ratios for each work category by the estimated dollar amount for that category, and dividing the sum of those numbers by the total dollar amount estimated to be awarded.

$$\text{Step One Base Figure} = \frac{\text{Sum of (DBE Ratio*Individual Contract amount)}}{\text{Total Contract Amount}} = 0\%$$

The Step One Base Figure, weighted by type of work to be performed, is 0%.

This calculation is shown in Attachments 2 and 2.1. While there are a handful of office supply companies certified as DBEs in Southern California, there currently are none in Northern California according to the California Unified Certification Program (CUCP) database, which is updated daily with certification information from certifying agencies statewide. TJPA staff notes, however, that it purchases most of its office supplies and equipment from a local firm, Give Something Back, based in Oakland, with a mission of improving the quality of life in the communities it serves. Give Something Back has donated an average of \$250,000 annually in profits to local non-profit organizations over its 25 years in business.

Step Two Process: Adjustment to the Base Figure

The purpose of the Step Two analysis is to determine if an upward or downward adjustment to the base ADPL is justified, based on relevant evidence available to TJPA. The TJPA's DBE participation history assists in determining whether an adjustment to the Step One Base Figure is warranted.

TJPA has analyzed contracts that fall into the NAICS work category of office supplies. As noted above, there are no DBEs available in the market area in this category, and TJPA's past participation level is 0% for this category.

The past participation levels would typically be applied to adjust the base figure by category, by looking at the median percentage of past participation. However, with no DBEs available in this category, no adjustment to the base figure is necessary. Therefore, the overall ADPL is 0%.

Small Business Enterprise Goal Calculation

TJPA will continue to seek SBE participation to the maximum extent possible on contracts, regardless of funding source, and consequently has also calculated a program-wide SBE target for agency reference of 14.5% of \$179 million in planned contract awards. The same methodology is used to calculate the SBE goal.

The Step One base figure was derived from reviewing the relative availability of SBEs for the upcoming contract opportunities. TJPA staff reviewed the databases for the certifications accepted under TJPA's SBE Program: the California Unified Certification Program (DBE), California Department of General Services (S/DVBE), and the Contract Management Division of the Office of the City Administrator (formerly SF HRC) (L/M/W-SBE). The availability percentages are multiplied by the estimated dollar amount for that category, and the sum of those numbers is divided by the total dollar amount estimated to be awarded.

$$\text{Step One Base Figure} = \frac{\text{Sum of (SBE Ratio*Individual Contract Amount)}}{\text{Total Contract Amount}} = 16.4\%$$

Step Two relies on the agency's knowledge of its contracting markets and previous history of SBE participation to determine what adjustment to the base figure is needed. This step also acknowledges that there is duplication amongst the databases as firms may hold more than one type of certification, and "apples-to-apples" comparison across the databases is difficult, as the California Department of General Services does not use NAICS codes to categorize businesses but instead utilizes key words.

Where there is previous participation by SBEs, the median percentage from that past participation is averaged with the Step One Base Figure for that particular contracting category. This results in an adjusted availability percentage that is included in the calculation. TJPA anticipates contracting for various services in the next several years and has thus made an adjustment based on past SBE participation of existing contracts for work categories that are anticipated.

$$\text{Step Two SBE Target} = \frac{\text{Sum of (Adjusted SBE Ratio*Individual Contract Amount)}}{\text{Total Contract Amount}} = 14.5\%$$

The overall SBE goal is therefore 14.5%. These calculations are shown in Attachments 2.2 through 2.4.

ATTACHMENT 2
FFY 2019-20 Through FFY 2021-22
Anticipated Federally Funded Contracts

FY 2019-22 Federally Funded Awards	NAICS	NAICS Description	A Contract Amt.	B DBE Avail.	C Step 1 DBE (A*B)	D Adjusted Avail.	E Step 2 DBE (A*D)
Administrative Support	424120	Office Supplies	\$ 60,000	0.00%	\$0.00	n/a	\$0.00
Total			\$ 60,000		\$ -		\$ -

Step 1 DBE Base Figure

$$\frac{\$0.00}{\$ 60,000} = 0.00\%$$

Step 2 DBE Adjusted Figure

$$\frac{\$0.00}{\$ 60,000} = 0.00\%$$

**ATTACHMENT 2.1
FFY 2019-22 DBE Availability Weighted Calculations
(FTA Funded Contracts)**

DBE Totals by County and Activity	
	424120 Stationery & Office Supplies
Counties ^(1,2)	
Alameda (510)	0
Contra Costa (925)	0
Napa, Solano, Sonoma (707)	0
San Francisco/Marin (415)	0
San Mateo (650)	0
Santa Clara (408)	0
Totals	0

NAICS Totals by County and Activity	
	424120 Stationery & Office Supplies
Counties ^(1, 3)	
Alameda (510)	19
Contra Costa (925)	8
Napa, Solano, Sonoma (707)	13
San Francisco/Marin (415)	14
San Mateo (650)	19
Santa Clara (408)	18
Totals	91

Calculation of Step 1 Base Figure	
	424120 Stationery & Office Supplies
NAICS Code and Description	
DBE Totals for All Counties	0
NAICS Totals for All Counties	91
DBE Totals/NAICS Totals	0.0%
Total Dollar Amount	\$60,000
DBE Participation Amount	\$0.00
FY 2017-19 DBE Step One Base Figure	0.00%

Calculation of Step 2 Adjusted Figure	
Past DBE Participation	0%
Adjusted Availability ^{(4) (5)}	n/a
DBE Participation Amount	\$0
FY 2017-19 DBE Step Two Adjusted Figure	0.00%

(1) Nine Bay Area Counties are Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Sonoma.

(2) Source of DBE Query Data: <https://ucp.dot.ca.gov/licenseForm.htm>

(3) NAICS data is from the U.S. Census Bureau's 2016 County Business Patterns

(4) Adjusted Availability, if applicable, would be the average of the Step One Base Figure and the Past DBE Participation.

(5) 424130 Code is removed from this year's DBE analysis as the code does not fit with anticipated paper and supply procurement

ATTACHMENT 2.2
FFY 2019-20 Through FFY 2021-22
All Anticipated Contracts

			A	B	C	D	E
FY 2017-19 All Contracts	NAICS	NAICS Description	Contract Amt.	SBE Avail.	Step 1 SBE (A*B)	Adjusted Avail.	Step 2 SBE (A*D)
Legal Bench	541110	Offices of Lawyers	\$ 20,000,000	0.46%	\$ 92,186	38.84%	\$ 7,768,697
Information Technology	541513	Computer Facilities Management Services	\$ 300,000	9.59%	\$ 28,780	9.59%	\$ 28,780
Project Management/Project Controls	541330	Engineering Services	\$ 100,000,000	20.63%	\$20,629,750	12.52%	\$ 12,521,690
Downtown Expansion Design	541330	Engineering Services	\$ 25,000,000	21.45%	\$ 5,363,398	8.55%	\$ 2,136,619
Real Estate Appraisals	531320	Offices of Real Estate Appraisers	\$ 300,000	15.66%	\$ 46,970	15.66%	\$ 46,970
Real Estate Economics	531390	Other Activities Related to Real Estate	\$ 250,000	5.86%	\$ 14,644	58.18%	\$ 145,454
Survey and Mapping	531370	Surveying and Mapping Services	\$ 580,000	55.91%	\$ 324,301	57.06%	\$ 330,953
Legislative Services	541820	Public Relations Agencies	\$ 1,350,000	16.12%	\$ 217,599	16.12%	\$ 217,599
Environmental Impact and Reporting--Phase 2	541620	Environmental Consulting Services	\$ 3,000,000	49.21%	\$ 1,476,316	17.76%	\$ 532,702
Auditor	541211	Offices of Certified Public Accountants	\$ 300,000	0.69%	\$ 2,066	0.69%	\$ 2,066
Financial Consultants	541611	General Management Consulting Services	\$ 2,500,000	1.37%	\$ 34,341	41.96%	\$ 1,049,041
Physical Integrated Management/Security Technology Service System Maintenance	541690	Other Scientific and Technical Consulting Service	\$ 7,500,000	4.74%	\$ 355,649	4.74%	\$ 355,649
Cyber Security	541511	Custom Computer Programming Service	\$ 7,500,000	2.56%	\$ 191,812	2.56%	\$ 191,812
Transit Center Security Services	561612	Security Guards and Patrol Services	\$ 7,500,000	4.78%	\$ 358,209	4.78%	\$ 358,209
Project Management Information System Replacement	511210	Software Publishers	\$ 1,000,000	5.92%	\$ 59,182	8.55%	\$ 85,518
Emergency Responder Radio Communication Maintenance	517410	Satellite Communications	\$ 2,000,000	5.15%	\$ 102,911	5.15%	\$ 102,911
Administrative Support (Office Supplies)	424120	Stationery and Office Supplies	\$ 60,000	24.18%	\$ 14,505	24.18%	\$ 14,505

Total \$ 179,140,000 \$29,312,619 \$25,889,174

Step 1 SBE Base Figure

$$\frac{\$ 29,312,619}{\$ 179,140,000} = 16.4\%$$

Step 2 SBE Adjusted Figure

$$\frac{\$ 25,889,174}{\$ 179,140,000} = 14.5\%$$

**ATTACHMENT 2.3
FFY 2019-22 SBE Availability Weighted Calculations
(All Contracts)**

SBE Totals by County and Activity																	
Counties ^(1,2)	Auditor Services	Legal Services	Right of Way Appraisal / Negotiation Services	IT Services	Security Guards and Patrol Services	Office Supplies	PMPC Services	Rail Engineering Services	Real Estate Economics Services	Environmental Analysis Services	Cyber Security Services	GIS Mapping and Surveys Services	Public Relations & Legislative Services	Financial Consulting Services	Physical Security System & Emergency Communications System (PSIM)	Program / Project Management Information System (PMIS)	Emergency Responder Radio Communication System
Alameda (510)	6	8	9	82	4	8	248	89	56	79	61	11	19	15	29	27	20
Contra Costa (925)	2	3	3	42	3	0	132	114	9	40	12	7	6	6	5	2	9
Napa, Solano, Sonoma (707)	1	0	1	29	3	3	48	49	1	23	9	11	1	1	7	11	7
San Francisco/Marin (415)	1	6	10	46	4	8	87	112	9	35	13	14	12	11	7	9	19
San Mateo (650)	0	1	2	18	0	2	17	53	2	5	8	1	3	0	6	4	6
Santa Clara (408)	0	3	6	59	2	1	38	73	7	5	26	8	8	2	14	15	15
Totals	10	21	31	276	16	22	570	490	84	187	129	52	49	35	68	68	76

NAICS Totals by County and Activity																	
Counties ^(1,3)	Auditor Services	Legal Services	Right of Way Appraisal / Negotiation Services	IT Services	Security Guards and Patrol Services	Office Supplies	PMPC Services	Rail Engineering Services	Real Estate Economics Services	Environmental Analysis Services	Cyber Security Services	GIS Mapping and Surveys Services	Public Relations & Legislative Services	Financial Consulting Services	Physical Security System & Emergency Communications System (PSIM & ECS)	Program / Project Management Information System (PMIS)	Emergency Responder Radio Communication System Maintenance Service
	<u>541211</u>	<u>541110</u>	<u>531320</u>	<u>811212</u>	<u>561612</u>	<u>424120</u>	<u>541611</u> , <u>541618</u>	<u>541330</u>	<u>541690</u>	<u>541620</u>	<u>541511</u>	<u>541370</u>	<u>541820</u>	<u>541611</u>	<u>541690</u>	<u>511210</u>	<u>51741</u> , <u>541690</u> , <u>811213</u>
Alameda (510)	198	761	29	653	69	19	466	466	273	108	866	18	35	420	273	126	284
Contra Costa (925)	220	508	49	266	47	8	362	321	197	81	302	19	17	331	197	55	202
Napa, Solano, Sonoma (707)	162	409	26	142	39	13	185	217	120	45	144	22	13	176	120	24	128
San Francisco/Marin (415)	359	1557	36	482	70	14	812	410	343	76	1313	16	175	759	343	378	350
San Mateo (650)	164	356	17	252	33	19	307	158	170	19	511	7	25	282	170	162	174
Santa Clara (408)	349	965	41	1082	77	18	631	712	331	51	1908	11	39	580	331	404	339
Totals	1452	4556	198	2877	335	91	2763	2284	1434	380	5044	93	304	2548	1434	1149	1477

Calculation of Step 1 Base Figure																	
	Auditor Services	Legal Services	Right of Way Appraisal / Negotiation Services	IT Services	Security Guards and Patrol Services	Office Supplies	PMPC Services	Rail Engineering Services	Real Estate Economics Services	Environmental Analysis Services	Cyber Security Services	GIS Mapping and Surveys Services	Public Relations & Legislative Services	Financial Consulting Services	Physical Security System & Emergency Communications System (PSIM & ECS)	Program / Project Management Information System (PMIS)	Emergency Responder Radio Communication System Maintenance Service
SBE Totals for All Counties	10	21	31	276	16	22	570	490	84	187	129	52	49	35	68	68	76
NAICS Totals for All Counties	1452	4556	198	2877	335	91	2763	2284	1434	380	5044	93	304	2548	1434	1149	1477
SBE Totals/NAICS Totals	0.69%	0.46%	15.66%	9.59%	4.78%	24.18%	20.63%	21.45%	5.86%	49.21%	2.56%	55.91%	16.12%	1.37%	4.74%	5.92%	5.15%
Total Dollar Amount	\$300,000	\$20,000,000	\$300,000	\$300,000	\$7,500,000	\$60,000	\$100,000,000	\$25,000,000	\$250,000	\$3,000,000	\$7,500,000	\$580,000	\$1,350,000	\$2,500,000	\$7,500,000	\$1,000,000	\$2,000,000
SBE Participation Amount	\$2,066	\$92,186	\$46,970	\$28,780	\$358,209	\$14,505	\$20,629,750	\$5,363,398	\$14,644	\$1,476,316	\$191,812	\$324,301	\$217,599	\$34,341	\$355,649	\$59,182	\$102,911
FY 2017-19 SBE Step One Base Figure	\$29,312,619 / \$179,140,000 = 16.4%																

Calculation of Step 2 Adjusted Figure																	
	Auditor Services	Legal Services	Right of Way Appraisal / Negotiation Services	IT Services	Security Guards and Patrol Services	Office Supplies	PMPC Services	Rail Engineering Services	Real Estate Economics Services	Environmental Analysis Services	Cyber Security Services	GIS Mapping and Surveys Services	Public Relations & Legislative Services	Financial Consulting Services	Physical Security System & Emergency Communications System (PSIM & ECS)	Program / Project Management Information System (PMIS)	Emergency Responder Radio Communication System Maintenance Service
Past SBE Participation	0.0%	61.3%	0.0%	0.0%	0.0%	0.0%	8.7%	0.7%	100.0%	19.2%	0.0%	97.8%	0.0%	67.6%	0.0%	0.7%	0.0%
Adjusted Availability ⁽⁴⁾	-	38.84%	-	-	-	-	12.52%	8.55%	58.18%	17.76%	-	57.06%	-	41.96%	-	8.55%	-
SBE Participation Amount	\$2,066	\$7,768,697	\$46,970	\$28,780	\$358,209	\$14,505	\$12,521,690	\$2,136,619	\$145,454	\$532,702	\$191,812	\$330,953	\$217,599	\$1,049,041	\$355,649	\$85,518	\$102,911
FY 2017-19 SBE Step Two Adjusted Figure	25,889,174 / \$179,140,000 = 14.5%																

(1) Nine Bay Area Counties are Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Sonoma.

(2) Source of DBE Query Data: <http://www.dot.ca.gov/licenseForm.htm>

(3) NAICS data is from the U.S. Census Bureau's 2016 County Business Patterns.

(4) Adjusted Availability is the average of the Step One Base Figure and the Past DBE Participation.

ATTACHMENT 2.4
Past DBE and SBE Participation on Similar TJPA Contracts

Office Supplies (NAICS 424120) DBE Participation History*					
	Total	non-DBE	DBE	non-DBE %	DBE %
FY 2016-17	\$ 8,327.20	\$ 8,327.20	-	100%	0%
FY 2017-18	\$ 9,894.16	\$ 9,894.16	-	100%	0%
Total	\$ 18,221.36	\$ 18,221.36	-		
		Average Past Participation		100%	0%
		Median Past Participation		0%	0%

SBE Past Participation by Work Anticipated*					
	Total	non-SBE	SBE	non-SBE %	SBE %
Legal Bench					
FY 2016-17	\$ 2,444,422	\$ 1,073,379	\$1,371,043	43.9%	56.1%
FY 2017-18	\$ 2,061,470	\$ 689,369	\$1,372,101	33.4%	66.6%
			Median	38.7%	61.3%
PMPC	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 6,265,412	\$ 5,769,502	\$ 495,910	92.1%	7.9%
FY 2017-18	\$ 5,268,809	\$ 4,771,128	\$ 497,680	90.6%	9.4%
			Median	91.3%	8.7%
Rail Engineering	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 2,784,516	\$ 2,784,516	\$ -	100.0%	0.0%
FY 2017-18	\$ 2,521,558	\$ 2,484,745	\$ 36,814	98.5%	1.5%
			Median	99.3%	0.7%
Real Estate Economics	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 15,206	\$ -	\$ 15,206	0.0%	100.0%
FY 2017-18	\$ 18,498	\$ -	\$ 18,498	0.0%	100.0%
			Median	0.0%	100.0%
Environmental Analysis	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 129,310	\$ 100,672	\$ 28,638	77.9%	22.1%
FY 2017-18	\$ 9,561	\$ 8,016	\$ 1,544	83.8%	16.2%
			Median	80.8%	19.2%
GIS Mapping and Surveying	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 35,063	\$ -	\$ 35,063	0.0%	100.0%
FY 2017-18	\$ 33,463	\$ 1,500	\$ 31,963	4.5%	95.5%
			Median	2.2%	97.8%
Financial Consulting	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 303,940	\$ 94,571	\$ 209,369	31.1%	68.9%
FY 2017-18	\$ 342,701	\$ 115,711	\$ 226,991	33.8%	66.2%
			Average	32.4%	67.6%
			Median	32.4%	67.6%
PMIS Software System	Total	non-SBE	SBE	non-SBE %	SBE %
FY 2016-17	\$ 6,000	\$ 6,000	\$ -	100.0%	0.0%
FY 2017-18	\$ 9,000	\$ 8,867	\$ 133	98.5%	1.5%
			Median	99.3%	0.7%
				non-SBE %	SBE %
FY 2016-17 Total	\$ 9,539,447	\$ 8,755,261	\$ 784,186	91.8%	8.2%
FY 2017-18 Total	\$ 8,203,590	\$ 7,389,966	\$ 813,624	90.1%	9.9%
			Average	90.9%	9.1%
			Median	91.8%	8.2%

* Source: TJPA DBE Participation Log