

Regional Transportation Committee

Meeting date: October 15, 2024

Agenda Item #: 5 (Attachment C)

Disadvantaged Business Enterprise Program Overview

Agenda item type: Discussion

Summary

Overview of the Denver Regional Council of Governments' Disadvantaged Business Enterprise Program.

Background

The Denver Regional Council of Governments (DRCOG) is a recipient of federal financial assistance exceeding \$250,000 annually through the Federal Transit Administration Section 5310 grant program. As a result, the agency must prepare a Disadvantaged Business Enterprise (DBE) Program Plan.

DRCOG has developed a DBE Program Plan that applies to Section 5310 grant program funding. In addition, the policies and strategies from the plan can ensure businesses owned by socially and economically disadvantaged individuals have an opportunity to compete for contracts in a wide range of DRCOG projects and programs.

Staff will provide an introduction to the DBE Program Plan and an overview of provisions for using DBE firms in the agency's procurement processes, specifically on how DRCOG can monitor DBE participation on projects beyond those using Section 5310 funding.

As part of implementing the DBE Program Plan, DRCOG staff will monitor DBE participation and report DBE goal progress to the Federal Transit Administration.

Action by others

[August 28, 2024](#) – Transportation Advisory Committee recommended approval.

[September 18, 2024](#) – Board of Directors adoption.

Previous discussion/action

[May 14, 2024](#) – Regional Transportation Committee discussion.

[September 17, 2024](#) – Regional Transportation Committee recommended approval.

Recommendation

None

Attachments

1. Staff presentation
2. Disadvantaged Business Enterprise program information request form



For more information

If you need additional information, please contact Cole Neder, Senior Transit Planner, Transportation Planning and Operations Division, at (309) 373-4940 or cneder@drcog.org; or Alvan-Bidal Sanchez, Regional Transportation Planning Program Manager, at (720) 278-2341 or asanchez@drcog.org.





Disadvantaged Business Enterprise Program Overview

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Plan purpose



- Outlines policies to ensure **businesses owned by socially and economically disadvantaged individuals** can compete for federal contracts.
- Agencies that anticipate issuing contracts to recipients and subrecipients **greater in total than \$250,000** must have a DBE Program Plan.

Plan components

- 1) Annual goal-setting for DBE firm participation.
- 2) Steps to achieve DBE firm participation goals.
- 3) Agency trainings, outreach initiatives, and engagement.
- 4) Reporting and monitoring requirements.



Overall goal calculation

1.8% of Section 5310 funding will be spent on FTA-assisted contracts. DRCOG reached this number by developing a **base figure of participation** for DBE firms.

Factors influencing base figure participation	
<u>Define the market area.</u>	The geographical region where DRCOG anticipates projects to take place.
<u>Determine work categories.</u>	Break down types of work as defined by NAICS classifications involved in projects.
<u>Identify available DBE firms.</u>	The total amount of DBE firms that perform the work under the qualified classifications.
<u>Determine total number of firms.</u>	Compare against total number of firms (DBE and non-DBE) in the market area.

Achieving participation goals

- **Encourage DBE participation** beyond Section 5310 funding.
- Collaborate with **CDOT** to distribute the **Disadvantaged Business Enterprise** directory.
- Implement **information and communications programs** on updated contracting procedures.

Denver Regional Council of Governments Disadvantaged Business Enterprise program information request form

Business name: Click or tap here to enter text.

Business address (with ZIP code): Click or tap here to enter text.

Phone number: Click or tap here to enter text.

Fax number: Click or tap here to enter text.

Email address: Click or tap here to enter text.

This firm was established on: Click or tap here to enter text.

Specify the gross annual receipts of the firm:

Under \$100,000

\$100,000 - \$500,000

\$500,000 - \$1,000,000

\$1,000,000 - \$3,000,000

Over \$3,000,000

Is your company certified as a Disadvantaged Business Enterprise under the [Colorado Unified Certification Program?](#)

Yes

No

Race and gender of your firm's majority owner: Click or tap here to enter text.

Applicable [NAICS codes](#) for this scope of work: Click or tap here to enter text.

Respondent name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap here to enter text.

Reporting and monitoring

- DRCOG will report DBE participation on a semi-annual basis to the FTA.
- Businesses complete a **DBE program information request form** as part of DRCOG's procurement process.
- The information request form tracks DBE participation for **all contracts**.

Request For Proposal criteria

- **DBE subcontractor participation** is now part of the scoring process for RFP submissions, regardless of funding source.

Criteria category	Elements stated in RFP	RFP evaluation criteria	Grade scale	Weight
DBE Participation	All Respondents shall complete and return with their response the Disadvantaged Business Enterprise Information Request Form (Attachment C).	It is the policy of DRCOG that equal opportunity to participate in its procurements is provided to disadvantaged business enterprises. The selected respondent(s) shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of contracts	1 (addressed) or 0 (not addressed)	5%

Next steps

- Evaluating base figure adjustments based on new DBE participation tracking requirements.
- Locating and collecting evidence from any disparity studies conducted within the DRCOG market area.
- Ensuring continued and comprehensive distribution of CDOT's DBE inventory.
- Assessing the feasibility of providing additional DBE technical assistance and training sessions.

Thank you!

Cole Neder

Senior Transit Planner

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If you have difficulty using this document's content, please email access@drcog.org or call 303-455-1000. Please expect a response within 72 hours (three business days).

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- \$100,000 - \$500,000
- \$500,000 - \$1,000,000
- \$1,000,000 - \$3,000,000
- Over \$3,000,000

Is your company certified as a Disadvantaged Business Enterprise under the [Colorado Unified Certification Program?](#)

- Yes
- No

Race and gender of your firm's majority owner: Click or tap here to enter text.

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