

RESOLUTION NO. 17-36

A RESOLUTION OF THE KITSAP TRANSIT BOARD OF COMMISSIONERS ADOPTING KITSAP TRANSIT'S DISADVANTAGED BUSINESS ENTERPRISES PROGRAM GOAL OF 2.93% FOR FEDERAL FISCAL YEARS 2018 - 2020.

WHEREAS, Kitsap Transit is a recipient of annual federal funds in excess of two hundred and fifty thousand dollars (\$250,000) and is therefore required by the U.S. Department of Transportation (DOT) to maintain a Disadvantaged Business Enterprise (DBE) program; and

WHEREAS, the intent of the DBE program is to require recipients with federally funded activities in excess of two hundred and fifty thousand dollars (\$250,000) to establish overall DBE goals that will "level the playing field" for certified women and minority businesses when awarding contracts for federally assisted activities; and

WHEREAS, based upon the availability of ready, willing and able certified DBE's in the region, Kitsap Transit is proposing a DBE goal, attached and incorporated by reference herein as Exhibit A, of two point nine three percent (2.93%) of federally funded projects; and

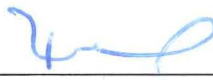
WHEREAS, a public hearing on the proposed goal for the federal fiscal years 2018 through 2020 was held on June 6, 2017, at the regular meeting of the Board of Commissioners of Kitsap Transit; and

WHEREAS, the public had the opportunity to comment on the proposed program goal for the federal fiscal years 2018 through 2020 until June 6, 2017; and

WHEREAS, the Board of Commissioners of Kitsap Transit now finds it in the best interest of Kitsap Transit to adopt the DBE program goal for the federal fiscal years 2018 through 2020.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners hereby adopts the DBE program goal of two point nine three percent (2.93%) for the federal fiscal years 2018 through 2020.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting held on the 6th day of June, 2017.



Robert Putaansuu, Chairperson

ATTEST:



Jill A. Boltz, CMC
Clerk of the Board

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Subject: Overall Goals and Methodology
Reference: Overall Goals (49 CFR part 26.45)
Name of Recipient: Kitsap Transit
Goal Period: Federal Fiscal Years 2018 – 2020

The purpose of the Disadvantaged Business Enterprise (DBE) overall goal is to achieve a “level playing field” for ready, willing and able DBEs seeking to participate in DOT-assisted contracts. In an effort to reach this level playing field, Title 49 Code of Federal Regulations (CFR) Part 26.45 requires recipients of USDOT federal-aid to utilize a two-step process in the development of their overall DBE goal.

OVERALL GOAL

Kitsap Transit’s overall goal has been determined to be 2.93%. Kitsap Transit made an adjustment to the base figure of 4.25% using the last 3 year’s participation rate resulting in the final DBE overall goal of 2.93%. Kitsap Transit intends to use 2.93% as an attainable goal based on the following methodology.

STEP ONE: Develop a Base Figure for the Relative Available DBEs

The base figure for the relative available DBE’s is the ratio of certified DBE’s relative to the total firms available in the relevant region and industry. Kitsap Transit has adopted the State of Washington as its relevant region. Kitsap Transit has also narrowly tailored and weighted its ratio calculation to services and industries likely to benefit from federally funded projects.

Available DBE's (Source)	Construction - Commercial (236220)	Construction - Electrical (238210)	Construction - Plumbing/HVAC (238220)	Manufacturing - Ship Bldg/Repair (336611)	Prof & Technical Architectural (541310)	Prof & Technical Engineering (541330)	Prof & Technical Environmental (541620)
OMWBE Certified DBE	46	23	23	-	27	124	64
US Census WA County Business Patterns	898	1,850	1,805	60	649	1,560	332

Following Step 1 in 26.45(c), Kitsap Transit applied the ratio of certified DBE’s (source: OWMBE directory of certified DBE’s) to total Washington firms (source: Census Bureau’s county business pattern database) for each relevant industry code to the planned capital expenditures of each industry code. Kitsap Transit’s base DBE goal is 4.25% and is calculated as follows:

Project	Transit Vehicle Purchase	Construction - Commercial (236220)	Construction - Electrical (238210)	Construction - Plumbing/HVAC (238220)	Manufacturing - Ship Bldg/Repair (336611)	Prof & Technical Architectural (541310)	Prof & Technical Engineering (541330)	Prof & Technical Environmental (541620)
Silverdale Transit Center						\$ 250,000	\$ 777,167	
Wheaton Way Transit Center						\$ 200,000	\$ 600,000	
Hwy 16 Park & Ride Planning								\$ 250,000
SR 305 Improvements							\$ 367,625	
Park & Ride Improvements		\$ 150,000				\$ 40,000	\$ 20,000	
Sister Ship Construction					\$ 3,197,000			
<30' Routed Coaches	\$ 3,162,167							
Annapolis Dock Improvements		\$ 4,350,000	\$ 200,000	\$ 50,000				
Passenger Only Ferry Preventative Maintenance		\$ 200,000						
Budget - Federal Grants	\$ 3,162,167	\$ 4,700,000	\$ 200,000	\$ 50,000	\$ 3,197,000	\$ 490,000	\$ 1,764,792	\$ 250,000
Transit Vehicle Purchase	\$ 3,162,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Budget - Federal Grants (excluding transit vehicles)	\$ -	\$ 4,700,000	\$ 200,000	\$ 50,000	\$ 3,197,000	\$ 490,000	\$ 1,764,792	\$ 250,000
Share of 2017 Budget	22.89%	34.02%	1.45%	0.36%	23.14%	3.55%	12.78%	1.81%
Part I - Calculating a DBE Base Goal								
Available DBE's (Source: OWMBE Certified DBE's)		46	23	23	-	27	124	64
Total Firms in Region (Source: 2014 US Census WA County Business Patterns)		898	1,850	1,805	60	649	1,560	332
DBE Weighted Factor	n/a	5.12%	1.24%	1.27%	0.00%	4.16%	7.95%	19.28%
DBE Expenditure Goal	\$ -	\$ 240,757	\$ 2,486	\$ 637	\$ -	\$ 20,385	\$ 140,278	\$ 48,193
Agency DBE Base Goal	4.25%							

STEP TWO: Adjustment of the Base Figure

The second step in the process is to adjust the base figure based on Kitsap Transits contracting circumstances. Based on DBE past participation, Kitsap Transit's adjusted DBE goal is 2.93% and is calculated as follows:

Part II - Adjustment			
Agency DBE Base Goal		4.25%	
Prior Year DBE Participation (Median)		1.61%	
Adjusted DBE Goal (avg. of base & prior year participation)		2.93%	
	Prior Year DBE Participation		
	2016	2015	2014
Actual DBE Goal	2.05%	2.05%	2.48%
Past DBE Participation	0.00%	9.30%	1.61%

Means to Meet Overall DBE Goal

Kitsap Transit will use race/gender-neutral means to encourage DBE participation in its federally assisted contracts. In 2012, Washington State Department of Transportation (WSDOT) retained BBC Research and Consulting (BBC) to conduct a "disparity study" to assist in its implementation of the Federal DBE Program. Kitsap Transit has reviewed the disparity study and chose not to use it based

on its contracts and relevant geographic market areas. WSDOT operates across the entire state and tailored its DBE goal based on its contracts and relevant market area.

Public Involvement in the Overall Goal Setting Process

Kitsap Transit made available through public notice and public hearing the proposed overall goal and methodology. A notice of disadvantaged business enterprise goal for federal fiscal years 2018 – 2020 was published in May and June of 2017 (see attachment A). The goals and methodology were also available for inspection during normal business hours at Kitsap Transit's administrative office located at 60 Washington Ave., Suite 200, Bremerton WA for a period of 30 days following the date of the notice. Public comments were accepted up to 45 days from the date of the notice.

A Resolution adopting Kitsap Transit's proposed DBE goal of 2.93% for the federal fiscal years 2018 – 2020 was on the agenda for consideration at the Kitsap Transit Board of Commissioners' regular meeting on June 6, 2017 (see attachment B). Comments could be submitted at the public hearing on June 6th on the proposed goal or to the office of Kitsap Transit prior to the meeting.