

***PARTA's* DBE Goal Setting Process**

Federal Fiscal Years 2026 - 2028

AGENCY DESCRIPTION

The Portage Area Regional Transportation Authority (*PARTA*) operates Demand Response, Fixed-Route, and ADA Complementary Paratransit service in Portage County, Ohio, which has an estimated population of 163,839, as of July 1, 2024. ADA Complementary Paratransit Service is a service provided to individuals with functional disabilities who are prevented from using Fixed-Route Service and are traveling less than 3/4 of a mile from a Fixed Route. *PARTA* provided 1,178,908 passenger trips during fiscal year 2024, totaling 1,187,852 vehicle revenue miles. Under the direction of a 14-member board appointed by Portage County officials, *PARTA's* 150+ employees operated 62 revenue vehicles to provide public transportation Monday through Saturday.

POLICY STATEMENT

PARTA has issued a policy statement that expresses its commitment to use DBEs in all aspects of contracting, as well as fostering small business participation. Various levels of responsibilities and objectives of the program are described in *PARTA's* DBE Program Document. This document is circulated throughout the organization and to Community Stakeholders including minority, non-minority, women-owned, governmental, non-profit, and business organizations.

STEP 1 – BASE FIGURE

The following is a list of expected federal procurements during Federal Fiscal Years 2026 - 2028 (excluding bus procurements and mechanic's wages for Capitalized Maintenance), along with the potential NAICS codes:

POSSIBLE NAICS CODES	PROJECT	AMOUNT	% OF TOTAL
332722, 336310, 336330, 336340, 336350, 336360, 336390, 441330, 541690, 561710, 811310	Capitalized Maintenance (excluding labor)	\$ 660,000 ea. Year = Total \$1,980,000	61.05%
238210	CNG Generator Installation	\$ 370,000	11.41%
236118, 236220, 238110	Facility Rehabilitation	\$ 223,500	6.89%
333248	Equipment Replacement	\$ 570,000	17.57%
541990	Long-Range Planning	\$ 100,000	3.08%
Total FTA-Assisted Contract Funds		\$ 3,243,500	

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PARTA is located in Portage County, Ohio. The Ohio Unified Certification Program was used to identify DBE companies that are willing and able to contract for our projects. The U.S. Census Bureau and our bidders' list were used to determine the total number of firms available. The results are as follows:

STEP 1 – BASE FIGURE (Cont.)

NAICS CODES	PROJECT	# OF DBE's	TOTAL # OF FIRMS	RELATIVE AVAILABILITY
332722, 336310, 336330, 336340, 336350, 336360, 336390, 441330, 541690, 561710, 811310	Capitalized Maintenance (excluding labor)	6	127,012	0.0047%
238210	CNG Generator Installation	54	115,408	0.0468%
236118, 236220, 238110	Facility Rehabilitation	171	206,548	0.0828%
333248	Equipment Replacement	0	3,959	0.000%
541990	Long-Range Planning	32	64,926	15.000%*
Combined Totals		263	517,853	0.0508%

*The long-range planning relative availability is not a calculation. 15% was given to this category due to industry knowledge in this area and expected DBE participation.

The base figure calculation is:

$$.6105(.000047) + .1141(.000468) + .0689(.000828) + .1757(0.0) + .0308(.150) = 0.000029 + 0.000053 + 0.000057 + 0.0000 + 0.00462 = 0.004767$$

= .476%

STEP 2 – BASE FIGURE ADJUSTMENT

Most of the federal funds that *PARTA* receives are used to purchase replacement vehicles, which is excluded from these DBE calculations. A majority of the remaining federal funds are used for Capital Maintenance, and over half of those funds are used for maintenance wages, which are also excluded.

The DBE participation has varied significantly over the past three (3) years due to the timing of capital projects. The goal was not met for two of the years, and the goal is expected to be exceeded during this third year. The planned DOT-assisted projects for the next three (3) years are expected to follow a trend similar to the last three (3) years. Vendors associated with capital maintenance and equipment typically do not have many willing and able DBE vendors. It is expected that there will be minimal opportunities for DBE sub-contracting during the next three (3) years.

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The participation for the last three (3) years was: 2022 – 0%, 2023 – 0%, 2024 – .23%; the historical median number is 0%. Averaging the historical median to the weighted goal in step 1 would be as follows: $(0+.476)/2 = .238\%$.

Because we have already identified DBE vendors on several of the upcoming projects, PARTA has decided not to make a historical adjustment to this next goal. The FFY2026 – FFY2028 DBE goal will be .476%.

STEP 3 – CALCULATION OF RN/RC SPLIT

In 2021 PARTA procured a contractor to build a mezzanine inside its bus storage facility. In 2020, PARTA's DBE participation was 0%; therefore, it was decided to issue a 2% contract goal for this project, so that the overall goal could be met. This contract goal was achieved.

In the past, PARTA has had small construction projects, which helped to facilitate DBE participation using race-neutral methods. PARTA also consistently encourages prime vendors to use DBE vendors when sub-contracting opportunities are available.

PARTA maintains relationships with the small business community and works with them regardless of a project's use of federal funds. The following calculations were made to determine the Race-Neutral and Race-Conscious split to the new triennial goal:

Overall Awards for 2022 – 2024 = \$1,509,677

Overall DBE Achievement = \$1,690

RN Attainment = \$1,690

FFY 2026 – 2028 DBE Goal = 0.476%

1. Relative RN Attainment

RN Attainment / Overall DBE Achievement ($1,690/1,690 = 100\%$)

2. Absolute RN Attainment

Relative RN Attainment * Proposed Goal ($1*.00476 = .00476$)

3. RC Split

Proposed Goal – Absolute RN Attainment ($.00476-.00476 = 0$)

Therefore, PARTA has determined that race-neutral means will be used to achieve 100% of its .476% goal. Race-conscious means will only be used if PARTA is not on track to reach the goal.

PARTA encouraged public participation by hosting the annual regional DBE public meeting on June 18, 2025, via Zoom. This meeting also involved the Akron-Canton Airport, Stark Area Regional Transportation Authority (SARTA), and Akron METRO Regional Transit Authority. The legal notice for this meeting was published in the *Record Courier* on June 4, 2025, and June 11, 2025. It was also distributed by CEI DBE Supportive Services to the people on their mailing list.

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This meeting serves multiple purposes: 1. Informing the community on upcoming capital projects; 2. Explaining the DBE goal and the methodology; 3. Identifying potential DBE vendors; and 4. Encouraging and receiving public comments. At this meeting, PARTA presented its planned capital projects for FFY 2026 through FFY 20285. We explained the methodology for developing the DBE goal. The methodology is available for review and comment on PARTA's website, www.partonline.org/vendors. At this meeting, we also explained the difference between race-neutral and race-conscious means of achieving the DBE goal. In addition, Denise Baba, PARTA's DBELO, has met with several community organization to discuss PARTA's DBE program and goal. At the time, there have been no public comments to incorporate into the DBE goal.

Respectfully Submitted by:

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