

**FORT WAYNE PUBLIC TRANSPORTATION CORPORATION**

**OVERALL ANNUAL GOAL REPORT**

**FFY2021-2023**

The Fort Wayne Public Transportation Corporation (FWPTC)/dba Citilink receives assistance from the Federal Transportation Administration for capital equipment purchases/construction and capitalization of maintenance costs.

Fort Wayne Public Transportation Corporation is part of the Indiana DBE Unified Certification Program. We periodically review the DBE's certified through this program. There are very few DBE vendors of services and supplies in the Fort Wayne, Indiana area. Potential DBE vendors we have identified are reluctant to complete the Net Worth Statement required by the certification process.

Our DBE goal is posted to our website in accordance with the current guidance. It is our intent to specifically inform our current contractors and any other groups necessary to inform them of our DBE goal and obtain updated information regarding available and eligible DBE's. The eligible DBE's will be encouraged to become certified if they have not already done so. We will attempt to provide any help a vendor may need.

**AMOUNT OF GOAL**

Eligible capital equipment expenses for FFY2021-2023 are expected to be approximately \$291,667 per year.

Total maintenance costs for FFY2021-2023 are expected to be \$2,508,682 per year, of which approximately 80% will be capitalized. Eligible contracting opportunities from this amount are estimated at \$150,000 per year, after excluding wage and fringe benefit costs and other expenses not eligible for contract awards.

Of the combined total of \$1,325,000 of eligible expenses, \$830,000 will be 100% federally funded while the remaining \$495,000 will be 80% federally funded.

**FWPTC's overall goal for FFY2021-2023 is the following: 0.980% of the Federal assistance expended in DOT-assisted contract opportunities of \$959,200. (See Appendix A).**

**METHOD – (See Appendix A for Calculations)**

**1. Projecting DOT-Assisted Contract Expenditures**

The appropriate FWPTC departments responsible for contracting activities conducted a thorough analysis of the projected number, types of work and dollar amounts of contracting opportunities that will be funded, in whole or in part, by DOT federal financial assistance for the fiscal year. This analysis excluded projected contract expenditures with Transit Vehicle Manufacturers, who are exempt from the Program as described herein.

**2. Establishing the Base Figure**

- a.** Pursuant to 49 CFR § 26.45(c), the FWPTC developed a base figure to express the availability of DBEs as a percentage of all contractors, subcontractors, manufacturers and suppliers in Allen County, Indiana market. The following method was utilized:

The DBE Representative, in conjunction with the appropriate FWPTC departments, conducted a thorough analysis of the relevant contracting markets in which the FWPTC will solicit participation from contractors, subcontractors, manufacturers and suppliers for the fiscal year. This analysis included a description of geographical boundaries of the solicitations, the relevant standard industry codes (NAICS) for the types of work to be contracted and any other relevant indicators that the FWPTC determined to be relevant to defining its contracting markets for the fiscal year. The DBE Representative then determined the available businesses according to the relevant contracting markets. The DBE Representative consulted a variety of sources including, but not limited to: the State of Indiana's Bidder's List, FWPTC Bidder's List, State of Indiana Directory of Currently Certified DBE Firms, City of Fort Wayne Emerging Business List, and the County Business Patterns Database.

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### b. Analysis of available DBEs in the Relevant Contracting Markets

The DBE Representative, in conjunction with the appropriate FWPTC departments, conducted a similar analysis to determine the DBEs that are available to participate as contractors, subcontractors, manufacturers and suppliers in the projected contracts for the fiscal year.

The City of Fort Wayne encourages the participation of minority, women owned and emerging business enterprises in City construction contracts to create jobs and opportunities for citizens of this community. In addition to meeting Federal goals for minority and women owned businesses, the City has its own economically disadvantaged business program. Vendors are also encouraged to become certified by the State of Indiana and be listed on the statewide DBE directory. Companies certified by the state are automatically included in the city directory of emerging businesses (DBE/MBE/WBE).

FWPTC works closely with the City of Fort Wayne Purchasing Department to update and maintain their Emerging Business Program and Directory. The City has recently updated the directory and website. From this data an implementation strategy will be developed to encourage increased business participation in the certification process and increased use of the vendors included in the directory. City of Fort Wayne Vendor Compliance Staff: Jessica Bucher (260)427-2445 [jessica.bucher@cityoffortwayne.org](mailto:jessica.bucher@cityoffortwayne.org)  
Follow this link to see more information regarding the City Emerging Business Program & Directory:  
[City of Fort Wayne Emerging Business Program.](#)

Staff of Fort Wayne Public Transportation Corporation consulted a variety of printed sources regarding the availability of minority and women owned businesses within relevant goods and services:

[Federal Transit Administration DBE Guidance](#)  
[Indiana Department of Transportation DBE Guidance](#)  
[City of Fort Wayne Emerging Business Program.](#)  
[State of Indiana Directory of Currently Certified DBE Firms](#)  
[State of Indiana Women & Minority Business Directory](#)  
[Greater Fort Wayne/Chamber of Commerce Business Listing](#)  
[Fort Wayne Hispanic Chamber of Commerce member list](#)  
[Fort Wayne Black Chamber of Commerce member list](#)  
[FROST Illustrated Newspaper business listings](#)  
[El Mexicano Newspaper business listings](#)  
[Diversity Business.com](#)  
[Indiana Veteran Owned Small Business Program](#)

Maintained listing of potential vendors to send mailings to identify relevant local DBE/MBE/WBE vendors when procuring goods and services. Included DBE/MBE/WBE sub-contracting goals in all major capital procurements, as required.

Fort Wayne Public Transportation Corporation staff consults with local and state resources on a regular basis. We've worked closely with the Fort Wayne Urban League as a league member and in conjunction with our Hanna-Creighton neighborhood transit center. This has led us to co-sponsor a literacy fair in the neighborhood. We've participated in dialog regarding the effects of discrimination and have participated in program opportunities that help establish a level playing field for DBE's. Examples of these opportunities include:

- Active member of the Urban League
- Active dues paying member of the Greater Fort Wayne Chamber of Commerce
- Active member of Region V Transit Purchasing Group (TAPP) – email peer assistance on procurement issues
- Consult with Indian Procurement Technical Assistance Center – NE Indiana Region
- Participated in Purchasing Group of all governmental units in our region – Airport, City, County, etc.
- Employees are active members of ATU Local 682 and network with other union groups on a variety of issues
- Provide travel training/job access training to minority groups
- Participated in meetings of Hispanic coalition, multi-cultural association, Burmese refugee assistance league, Urban League, etc.
- Provided maps/info table for Chamber business & education summit, school & service agency job fairs, university student orientation days, multicultural events, etc.
- Expanded transit service in low income areas to promote reverse commute to jobs with our JARC funding

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- Provide job access, employment & contracting information on our website – including listing of bus routes for top 100 major employers
- Provide resource materials translated into Spanish & Burmese per our ESL outreach initiatives. Including Title VI policy, schedule & fare information, how to ride the bus video, etc.  
[http://www.fwcitilink.com/translated\\_information.htm](http://www.fwcitilink.com/translated_information.htm)

No comments were received as a result of consultation conducted with minority, women, disadvantaged and other community groups regarding FWPTC DBE program and goal.

**c. Calculating the Base Figure**

The DBE Representative compared the available DBEs in the relevant contracting markets for the fiscal year to the available businesses in the relevant contracting markets for the fiscal year. Using this calculation, the base figure is 0.980%.

**Consideration of Adjusting the Base Figure:**

The FWPTC achieved participation of 3.170% in 2017, 5.560% in 2018 and, 4.180% in 2019. The median participation for the years 2017-2019 is 4.180%. The 4.180% median is added to the base figure of 0.980% for an average adjusted goal of 2.580% for 2021 to 2023.

There is a significant increase in contracting opportunities in the new DBE goal period related to several larger capital projects that are out of the ordinary when compared to the 2017 to 2019 historical period. Anticipated contracting opportunities are expected to substantially different when compared to the past participation. Thus after careful consideration, no adjustment to the base figure is deemed appropriate. Thus a 0.980 % goal for the 2021-2023 period is reasonable despite it being a 1.520% lower rate as compared to the rate set for the 2018 to 2020 plan.

**3. Projection of Percentage of Overall Goal to be Achieved Through Race Neutral and Race Conscious Measures:**

We estimate that in meeting our overall goal of 0.98%, the FWPTC will meet 0.98% from race-neutral measures and 0.00% from race-conscious measures.

To determine race-neutral and race-conscious projections, FWPTC evaluated past FTA DBE participation during FFY 2019, 2018 and 2017. They are as follows:

<b>Attainment</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
<b>Race-Conscious</b>	0.00%	0.00%	0.00%
<b>Race-Neutral</b>	4.18%	5.56%	3.17%
<b>TOTAL</b>	4.18%	5.56%	3.17%

To determine the race-neutral and race-conscious split, FWPTC evaluated the previous years’ attainment and determined the median race-neutral participation was 4.180%. Therefore, out of the triennium DBE goal, FWPTC is anticipating approximately 0.98% of the DBE commitments shall be achieved race-neutrally and 0.00% shall be achieved race-consciously.

**Attachments**

Appendix A- Base Figure calculation with historical median based on the past 3 years

APPENDIX A

FORT WAYNE PUBLIC TRANSPORTATION CORPORATION  
 CONTRACTING OPPORTUNITIES - OCTOBER 1, 2020-SEPTEMBER 30, 2023

CAPITAL EQUIPMENT

NAICS CODE	NAICS DESCRIPTION	PTC DESCRIPTION	AMOUNT	FEDERAL %	FEDERAL ELIGIBLE	FEDERAL FUNDED	AMOUNT FUNDED	DBE %	CONTRACT OPPORTUNITIES	%	TOTAL VENDORS	DBE VENDORS	DBE %
236220	COMMERCIAL & INSTITUTIONAL BLDG. CONSTRUCTION	CONSTRUCTION	\$400,000	100%	\$400,000	80%	\$320,000	100%	\$320,000	33.36%	36	0	0.000%
423830	INDUSTRIAL MACHINERY AND EQUIPMENT	SHOP EQUIPMENT	\$220,000	100%	\$220,000	80%	\$176,000	100%	\$176,000	18.35%	68	1	0.270%
423430	Computer, Peripheral Equip & Software Wholesalers	COMPUTER EQUIPMENT	\$210,000	100%	\$210,000	80%	\$168,000	100%	\$168,000	17.51%	3	0	0.000%
441110	NEW CAR DEALERS	SUPERVISORY/MAINT. VEHICLES	\$45,000	80%	\$36,000	80%	\$36,000	100%	\$36,000	3.75%	28	0	0.000%
<b>TOTAL CAPITAL</b>			<b>\$875,000</b>		<b>\$866,000</b>				<b>\$700,000</b>				<b>0.270%</b>

CAPITALIZATION OF MAINT.

NAICS CODE	NAICS DESCRIPTION	PTC DESCRIPTION	AMOUNT	FEDERAL %	FEDERAL ELIGIBLE	FEDERAL FUNDED	AMOUNT FUNDED	DBE %	CONTRACT OPPORTUNITIES	%	TOTAL VENDORS	DBE VENDORS	DBE %
423120	MOTOR VEHICLE SUPPLIES AND NEW PARTS	PARTS-SERVICE EQUIPMENT	24000	80%	\$28,800	80%	\$28,800	60%	\$17,280	1.80%	27	1	0.067%
423710	HARDWARE WHOLESale	PARTS-SHOP EQUIP.	45000	80%	\$36,000	80%	\$36,000	60%	\$21,600	2.25%	18	0	0.000%
424690	OTHER CHEMICALS & APPLIED PRODUCTS-WHOLESALE	SERVICE SUPPLIES	72000	80%	\$62,400	80%	\$62,400	60%	\$37,440	3.90%	30	0	0.000%
424720	PETROLEUM PRODUCTS	FUEL & LUBRICANTS	90000	80%	\$72,000	80%	\$72,000	60%	\$43,200	4.50%	7	1	0.643%
541519	OTHER COMPUTER RELATED SERVICES	OUTSIDE MAINT.	0	80%	\$0	80%	\$0	60%	\$0	0.00%	3	0	0.000%
561710	EXTERMINATION AND PEST CONTROL	CUSTODIAL SERVICES	24000	80%	\$12,000	80%	\$12,000	100%	\$12,000	1.25%	14	0	0.000%
811310	COMMERCIAL EQUIPMENT REPAIR & MAINTENANCE	PARTS-SHOP EQUIP.	66000	80%	\$52,800	80%	\$52,800	60%	\$31,680	3.30%	40	0	0.000%
812331	INDUSTRIAL LAUNDERERS	COVERALLS	75000	80%	\$96,000	80%	\$96,000	100%	\$96,000	10.01%	4	0	0.000%
<b>TOTAL CAPITALIZATION</b>			<b>\$450,000</b>						<b>\$259,200</b>				<b>0.710%</b>
<b>GRAND TOTAL</b>			<b>\$1,325,000</b>						<b>\$959,200</b>				<b>0.980%</b>

DBE ANNUAL GOAL-ADJUSTED AS FOLLOWS:

ACTUAL PARTICIPATION		Unweighted	Weighted
2017	3.170%		
2018	5.560%		
2019	4.180%		
MEDIAN PARTICIPATION		Weighting Factor = 38%	4.180%
UNADJUSTED 2021 to 2023 GOAL		Weighting Factor = 62%	0.980%
<b>ADJUSTED GOAL</b>			<b>1.098%</b>

Note:

Adjusted goal was arrived at by weighting the median participation and the unadjusted goal to take into account there is a very large increase in contract opportunities in the new DBE goal period when compared to the prior 3 years.