Disadvantaged Business Enterprise (DBE) Program

September 2016

Information found in this document can be provided in an alternative format upon request. Please contact the Regional Transit Authority at 313-402-1020 to speak to a representative or e-mail info@rtamichigan.org. The RTA will do its best to provide the requested alternative format within a reasonable time.
### Revision Log

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<th>Revision Name:</th>
<th>Adopted On:</th>
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<td>November 2018</td>
<td>November 8, 2018</td>
<td>Updated to reflect RTA staff changes and address other deficiencies coming out of the 2018 Comprehensive Review. Also separated the Program from the 2017-2019 DBE goal.</td>
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Signed: ______________________  
Date: ______________________  

November 8, 2018
OBJECTIVES AND POLICY STATEMENT (Section 26.1 and 26.23)

The Regional Transit Authority for Southeast Michigan, hereinafter referred to as “RTA” has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The RTA has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the RTA has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the RTA to ensure that DBEs, as defined in part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

1. To ensure nondiscrimination in the award and administration of DOT–assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT assisted contracts;
6. To assist the development of firms that can compete successfully in the market place outside the DBE Program.

The RTA’s Executive Administrator acts as the DBE Liaison Officer. In that capacity, the Executive Administrator is responsible for implementing all aspects of the DBE Program. Implementation of the DBE Program is accorded the same priority as compliance with all legal obligations incurred by the RTA in its financial assistance agreements with the DOT.

The RTA has disseminated this Policy Statement to its Board of Directors, all the component of its organization, and the general public. It has also distributed this statement to DBE and non-DBE business communities that perform work for the RTA on DOT-assisted contracts by posting it on the RTA website (www.rtamichigan.org) and incorporating it into our procurement processes.

_____________________________________________
Michael Ford, Chief Executive Officer
May, 2016
GENERAL PROGRAM REQUIREMENTS

APPLICABILITY TO THE RTA (Section 26.3)


DEFINITIONS (Section 26.5)

The terms used in this Program have the meanings ascribed to them in Part 26.5.

NON-DISCRIMINATION REQUIREMENTS (Section 26.7)

The RTA will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR part 26 on the basis of race, color, sex, or national origin.

In administering the DBE program, the RTA will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

RECORD KEEPING REQUIREMENTS (Section 26.11)

The RTA will report DBE participation on June 1 and December 1 of each Federal Fiscal Year in TRAMs, using the DOT Uniform Report of DBE Awards and Commitments and payments Form, or any successor form(s) prescribed by DOT. These reports will reflect payments actually made to DBEs on DOT-assisted contracts.

Additionally, the RTA maintain a small business bidders list, which includes for each firm, the name, address, DBE (or non-DBE status), age of the firm, and information concerning the annual gross receipts of all DBEs and non-DBEs that submit bids or quotes to a prime bidder/offer or on DOT assisted contracts. The RTA collects this information by requiring all of its prime contractors to complete and submit a bidders’ list in its response to RTA’s request for bids or proposals, thereby providing the RTA with the relevant small business and DBE information either directly, in the case of a DBE-or small business certified bidder, or indirectly, though the prime contractor. The most recent version of the DBE bidders list is found in Attachment B.

RTA AND CONTRACTOR ASSURANCES (Section 26.13)

The RTA has signed the following assurances, applicable to all DOT-assisted contracts and their administration:

The RTA shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT assisted contract or in the administration of its DBE Program or the
requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. The RTA’s DBE Program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the RTA of any failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

This language will appear in financial assistance agreements with sub-recipients, and be used verbatim in every DOT-assisted contract and subcontract.

Additionally, the RTA will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

**Disadvantaged Business Enterprise Assurance**

In accordance with 49 CFR Part 26.13(a), the contractor, sub-recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

1. Withholding monthly progress payments;
2. Assessing sanctions;
3. Liquidated damages; and/or
4. Disqualifying the contractor from future bidding as non-responsible.

**ADMINISTRATIVE REQUIREMENTS**

**DBE PROGRAM UPDATES (Section 26.21)**

Since the RTA has received a grant of $250,000 or more in FTA planning capital, and or operating assistance in a federal fiscal year, the RTA will continue to carry out this Program until all funds from DOT financial assistance have been expended, and will provide updates to DOT regarding any significant changes to the Program.

**DBE LIAISON OFFICER (DBELO) (Section 26.25)**

The RTA has designated the following individual as its DBE Liaison Officer:

Mrs. Virginia Lickliter, Executive Administrator/DBE Coordinator
1001 Woodward Avenue, Suite 1400
Detroit, MI 48226
(313) 402-1020 Office (313) 961-4869 Fax   vlickliter@rtamichigan.org
In the event that Mrs. Lickliter no longer serves in the capacity of DBE Coordinator, her successor will assume the role of DBELO and this program will be revised and submitted to FTA for approval.

In this capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that the RTA complies with all provision of 49 CFR Part 26. The DBELO has direct, independent access to the RTA CEO concerning DBE program matters. An organization chart displaying the DBELO’s position in the organization is found in Attachment A.

The DBELO is responsible for developing, implementing and monitoring the DBE program, in coordination with other appropriate officials. The duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third party contracts and purchase requisitions for compliance with this program.
3. Sets overall annual goals in cooperation with the Procurement Administrator.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals)
6. Analyzes RTA’s progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the CEO/Board of Directors on DBE matters and achievement.
9. Refers DBEs to the Michigan Unified Certification Program staff to seek information and assistance in the DBE certification process, preparing bids, obtaining bonding and insurance.

Additionally, the RTA maintains records of contract expenditures and commitments and, within that, DBE specific expenditures and commitments, which can be utilized to generate DBE-specific contract reports. These reports are used to measure DBE goal attainment, and are used to provide required reports to the Board of Directors, CEO and the relevant federal and state regulatory bodies.

**DBE FINANCIAL INSTITUTIONS (Section 26.27)**

It is the policy of the RTA to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contract to make use of these institutions. We have made the following efforts to identify and such institutions.

The RTA reviewed the Federal Reserve listing for Minority Owned Banks (March 2018) and determined that there was only one bank operating within the RTA region.

- First Independence Bank – 7310 Woodward Avenue, Ste. 101, Detroit, MI, 48202
  - Seven Mile Branch, 7020 W. Seven Mile Road, Detroit, MI 48221
  - Clinton Township Branch, 38880 Garfield Road, Clinton Township, MI 48038
While the RTA does not currently use the financial institution listed above, we do conduct our financial business with a banking institution that has a Community Business Checking account feature which makes banking simple for businesses with 150 or fewer monthly transactions. They also have no monthly maintenance fee and no minimum account balance requirements. Additional information on the RTA’s financial banking institution can be obtained from FTA’s DBE Liaison Officer.

The RTA will also re-evaluate the availability of DBE financial institutions every three years to coincide with the update of its DBE Program Goal development (FY2017-FY2019 currently).

PROMPT PAYMENT MECHANISMS (Section 26.29)

Prompt Payment: 26.29(a)

The RTA ensures that the following clause is placed in every DOT-assisted contract and subcontract:

Prompt Payment. The prime contractor agrees to pay each subcontractor under this Agreement for satisfactory performance of its subcontract no later than fourteen (14) calendar days from the receipt of each payment the Contractor receives from the RTA. A delay in or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the RTA. This clause applies to both DBE and non-DBE subcontractors. Failure to comply with these prompt payment requirements is a breach of this Agreement which may lead to any remedies permitted under law, including, but not limited to, suspension of payment and/or termination or cancellation of contract. In addition, Contractor’s failure to promptly pay its subcontractors is subject to the provisions Section 9 of the Local Government Prompt Payment Act (50 ILCS505/9).

Retainage 26.29(b,c)

The prime contractor agrees to return retainage payments to each subcontractor within fourteen (14) days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the RTA. This clause applies to both DBE and non-DBE subcontracts. A subcontractor's work is satisfactorily completed when all the tasks called for in the subcontract have been accomplished and documented as required by the recipient. When a recipient has made an incremental acceptance of a portion of a prime contract, the work of a subcontractor covered by that acceptance is deemed to be satisfactorily completed.

Monitoring and Enforcement 26.29 (d)

The RTA has established the following mechanisms to monitor and enforce that prompt payment and return of retainage is in fact occurring.
If RTA determines that the prime contractor has failed to comply with the prompt payment provisions set forth in the contract, RTA shall give written notice to the prime contractor that if the default is not remedied within a specified period of time (at least 5 days), the contract may be terminated. The Contract may be terminated for cause in accordance with the Contract Article XIV, entitled TERMINATION. The RTA will require its prime contractors to submit prompt payment documentation on a monthly basis to demonstrate compliance with this policy. The RTA also reserves the right to conduct random prompt payment reviews of DBE payments to assure compliance with this section of the policy. Random prompt payment will consist of RTA staff contacting both DBE vendors and prime contractors to request confirmation that prompt payment has been made.

RTA shall also impose penalties and sanctions for non-compliance with the prompt payment clause contained in Section 26.37, MONITORING AND ENFORCEMENT MECHANISMS, and as contained in the Contract Compliance Manual (Federal) and other requirements of State law.

**On-Site Performance Monitoring**
During the course of any contract with DBE participation, RTA will conduct on-site monitoring to ensure that work committed to DBEs are actually being performed by the DBEs. The observed work will be reconciled against the DBE subcontractor agreement(s) and Prime Contractor. The review will be in accordance with the RTA DBE Compliance, Commercially Useful Function report found in [Attachment D](#).

**Written Certification**
Worksite monitoring, review of contracting records and written certification of DBE performance will be conducted on all RTA contracts, within the state, in which a DBE firm(s) is performing. The RTA will also certify in writing that monitoring of the provisions of this policy has also been completed.

**Directory (Section 26.31)**
The RTA utilizes the State of Michigan’s Unified Certification Program directory to identify all firms eligible to participate as DBEs. The directory lists the firm’s name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE. The Directory may be found using the following link [http://mdotjboss.state.mi.us/UCP/HomePageServlet](http://mdotjboss.state.mi.us/UCP/HomePageServlet).

**OVERCONCENTRATION (Section 26.33)**
The RTA has not identified that overconcentration exists in the types of work that DBEs perform. The RTA will re-evaluate if overconcentration exists every three years to coincide with the establishment of its three-year rolling DBE goal (FY2017-FY2019 – current).
BUSINESS DEVELOPMENT PROGRAMS (Section 26.35)

Because of the size of the existing RTA Program, the RTA has not yet established a business development program. It is anticipated that RTA will evaluate the need for such a program once the RTA has secured a source of annual local funding to implement the programs identified in the regional master transit program. In the interim, the RTA directs interested vendors to the Michigan Department of Transportation and its Business Development Office to serve as a resource for small business development needs.

MONITORING AND ENFORCEMENT MECHANISMS (PART 26.37)

The RTA will engage in the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26:

1. Bring to the attention of the DOT any false, fraudulent, or dishonest conduct in connection with the Program, so that DOT can take the steps (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided in Part 26.109.

2. Consider similar actions under state legal authorities, including negative responsibility determinations on future contracts, removal of firms from certain qualified lists, and recommending firms’ DBE or small business certifications be revoked.

3. Require prime contractors to maintain records and documents of payments to DBE and small business subcontractors for three years following the performance of any contract, and further require that these records and documents will be made available for inspection upon request by any authorized representative of RTA or DOT.

4. Monitor compliance and verify that work committed to DBEs and small businesses at contract award is actually performed by those DBEs and small businesses. This will be accomplished by requiring prime contractors to submit DBE subcontract agreements/purchase orders and periodic DBE reports, reviewing and tracking all invoices received and keeping records of all payments made to DBEs and small businesses.

5. Certifying that work committed to DBEs at contract award or subsequently (e.g., as the result of modification to the contract) is actually performed by the DBE in which the work was committed.

6. Perform interim audits of contract payments to DBEs and small businesses, which will review payments to subcontractors to ensure that the amount actually paid to those subcontractors (a) equals or exceeds the dollar amounts stated in the derivation of cost proposal and (b) are made in a timely manner.

7. Provide professional development opportunities to the DBELO, as necessary, to ensure that the RTA maintains competent compliance professionals.
Attachment C contains the standards, policies, practices, and procedures RTA uses to assess whether a contractor complies with regulatory and contract requirements applicable to DOT-assisted projects.

FOSTERING SMALL BUSINESS PARTICIPATION (Section 26.39)

Because of the size of the RTA’s current annual program, the RTA does not have an established Small Business Program. However, the RTA does coordinate closely with the Michigan Department of Transportation (MDOT), the Southeast Michigan Council of Governments (SEMCOG) and the existing transit providers within the region. In particular MDOT’s Small Business Program identified below serves as a resource for DBE and SBP owned businesses.

MDOT, in accordance with the requirements of the U.S. Department of Transportation 49 CFR Part 26, Section 26.39, has developed a race- and gender-neutral Small Business Program (SBP) to ensure that Disadvantaged Business Enterprises (DBE) and SBP owned businesses have opportunities to participate on federally-assisted projects.

The SBP is designed to:

- Increase the number of competitively awarded contracts to small businesses
- Maximize contract opportunities
- Promote the use of small businesses in MDOT contract opportunities

The RTA coordinates closely with MDOT as part of the development of its procurement opportunities. The RTA will coordinate with MDOT’s SBP coordinator to identify potential synergies that may exist between the MDOT SBP Program and the annual RTA work program.

GOALS, GOOD FAITH EFFORTS, AND COUNTING

SET-ASIDES or QUOTAS (Section 26.43)

The RTA does not use quotas in any way in the administration of this DBE program.

OVERALL GOAL AND PUBLIC PARTICIPATION (Section 26.45)

In accordance with Part 26.45, the RTA will develop a triennial DBE goal and submit to FTA by August 1st (FY2017-FY2019 – Current). The process generally used by RTA to establish overall DBE goals is defined in the DBE Goal Methodology Report (Attachment H). Once established, the RTA’s overall goal submission to DOT will include the goal (including the breakout of estimated race-neutral and race-conscious participation, as appropriate), a copy of the methodology used to develop the goal; a summary of information and comments received during this public participation process and RTA’s responses, and proof of publication of the goal on RTA’s website and media outlets listed above. The RTA will begin using the established overall goal immediately (on October 1 of the specified years), unless the RTA has received other instructions from DOT. Our goal will remain effective for the duration of the three-year period established and approved by FTA.
GOAL SETTING AND ACCOUNTABILITY (Section 26.47)

If the awards and commitments shown on the RTA’s Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall applicable to that fiscal year, the RTA will complete a shortfall analysis within 90 days from the end of FTA’s fiscal year that will:

1. Analyze in detail the reason for the difference between the overall goal and the actual awards/commitments;
2. Establish specific steps and milestones to correct the problems identified in the analysis; and
3. Maintain information and records regarding the analysis and efforts made for three years, and make it available to the FTA on request for review.

TRANSIT VEHICLE MANUFACTURERS (Section 26.49)

All Transit Vehicle Manufacturers (TVM), as a condition of being authorized to bid or propose on RTA-FTA assisted transit vehicle procurements, shall certify that it has complied with the requirements of 49 CFR Section 26.49, including the establishment of an annual overall DBE participation goal that has been submitted to the FTA for concurrence. Each TVM shall complete and submit in its bid or proposal a DBE Certification form acknowledging it has complied with this section and a concurred overall DBE goal on file with the FTA. RTA shall not include the amount of FTA assistance used in transit vehicle procurements in the base amount from which RTA’s overall goal is established. RTA will also notify the FTA of any vehicle purchases within 30 days of purchase using the following link: https://www.transit.dot.gov/funding/procurement/joint-procurement-clearinghouse.

MEETING OVERALL GOALS/CONTRACT GOALS (Section 26.51)

The RTA will meet the maximum feasible portion of its overall goal using race-neutral means of facilitating DBE participation.

The RTA will use contract goals to meet any portion of the overall DBE goal that it does not anticipate being able to meet through the use of race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use of race-neutral means. These contract goals will only be utilized on contracts that have subcontracting possibilities, and the size of any particular contract goals, if any, will be adapted to the circumstances of each contract (i.e., type and location of work, availability of DBEs to perform the particular type of work). When utilized, the RTA will express contract goals as a percentage of the total amount of the contract.

GOOD FAITH EFFORTS PROCEDURES (Section 26.53)

In those instances where a contract-specific DBE goal is included in a procurement/solicitation, RTA will not award the contract to a bidder who does not either (1) meet the contract goal with verified, countable DBE participation; or (2) documents it has made adequate good faith efforts to meet the DBE contract goal, even though it was unable to do so. It is the obligation of the
bidder to demonstrate that it has made sufficient good faith efforts prior to submission of its bid.

The RTA treats the Bidder's compliance with good faith efforts requirements as a matter of responsibility. The Bidder can demonstrate its compliance either by documenting that it has secured sufficient DBE participation or documenting that it made sufficient good faith efforts to meet the DBE contract goal or a combination of the two. Determination of the sufficiency of good faith efforts shall be determined by the guidance found in Attachment G Part 26.

The Procurement Administrator is responsible for determining whether a Bidder who has not met a contract goal has documented sufficient good faith efforts to be regarded as responsible. In each case in which the RTA determines the Bidder has documented good faith efforts, the RTA will have ensured that all information submitted by the Bidder was complete, accurate, and clearly sufficient to document the Bidder's good-faith efforts as outlined in the guidance found in Attachment G Part 26.

Each procurement for which a contract goal has been established will require the bidders/offereors to submit the following documentation at the time of submission:

1. The names and addresses of DBEs that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The dollar amount of the participation of each DBE;
4. Written and signed documentation of a commitment to use any DBE contractor it submits to meet a contract goal; and
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the Bidder's commitment.

Or, if the contract goal will not be entirely met through participation, sufficient evidence of good faith efforts made by the Bidder made to meet the contract DBE goal.

Prior to the execution of a contract, if any of the information called for in the paragraph above has changed, the RTA will require the bidder to submit updated documentation establishing compliance with the contract goal.

**ADMINISTRATIVE RECONSIDERATION Section 26.53(D)**

Within 14 days of being informed by the RTA that it is not responsible because it has not documented sufficient good faith efforts, a Bidder may request administrative reconsideration. To do so, Bidders must make this request in writing to the following reconsideration official: Chief Executive Officer, Regional Transportation Authority, 1001 Woodward Avenue, Detroit, MI 48226, (313) 402-1020. The CEO is the Reconsideration Officer for the Agency. If the CEO played any role in the original determination that the Bidder did not document sufficient good faith efforts, the reconsideration officer for that procurement shall be the Chairman of the Executive and Policy Committee, Mr. Paul C. Hillegonds send attention: vlickliter@rtamichigan.org.

As part of this reconsideration, the Bidder will have the opportunity to provide written documentation or argument concerning the issue of whether it met the contract goal through participation, good faith efforts, or both. Any written documentation or argument must explain...
the good faith efforts made by the Bidder at the time of submission and evidence of efforts made subsequent to submission will not be considered. Upon request, the Bidder will have the opportunity to meet in person with the reconsideration official to discuss the issue of whether it made good faith efforts to meet the contract goal. Upon reaching a determination, the reconsideration official will send the Bidder a written determination on reconsideration, explaining the basis for finding that the Bidder did or did not exercise good faith efforts meet the contract goal. This determination shall be final and the reconsideration process is not administratively appealable to the Department of Transportation (DOT).

**SAMPLE RFP SPECIFICATIONS**

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the RTA to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE. A DBE contract goal of _ percent has been established for this contract. The bidder/offeror shall make good faith efforts, as defined in Attachment G, 49 CFR Part 26, to meet the contract goal for DBE participation in the performance of this contract.

The bidder/offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) written documentation of the bidder/offeror’s commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.

**DBE REPLACEMENT DURING A CONTRACT**

The RTA requires that prime contractors not terminate a DBE subcontractor listed on a bid/contract with a DBE contract goal without the RTA’s prior written consent. Prior written consent will only be provided where there is “good cause” for termination of the DBE firm, as established by Section 26.53(f)(3) of the DBE regulation.

Before transmitting to the RTA its request to terminate, the prime contractor must give notice in writing to the DBE of its intent to do so. A copy of this notice must be provided to the RTA prior to consideration of the request to terminate. The DBE will then have five (5) days to respond and advise the RTA of why it objects to the proposed termination.

In those instances where “good cause” exists to terminate a DBE’s contract, the RTA will require that the prime contractor make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. If a DBE is unable or unwilling to perform, the prime contractor must notify the DBELO immediately and provide reasonable documentation of the same.

In any situation described above, the RTA will require the prime contractor (a) to obtain RTA's
prior approval of any substitute DBE, and (b) to provide copies of new or amended subcontracts or documentation of good faith efforts. Failure to abide by these procedures shall be viewed as a breach of contract and the prime contractor will be subject to such sanctions and penalties as are allowed by the contract and law as outlined in Attachment C.

COUNTING DBE PARTICIPATION (Section 26.55)

The RTA will count DBE participation toward overall and contract goals as provided in Part 26.55.

CERTIFICATION (Sections 26.61-26.91)

The RTA relies upon the DBE certifications issued pursuant to the Michigan Unified Certification Program, as discussed above under the heading DIRECTORY (PART 26.31).

The RTA is a member of the Michigan Unified Certification Program. The UCP will meet all of the requirements of this section. The RTA will use and count for DBE credit only those DBE firms certified by the Michigan UCP.

For information about the certification process or to apply for DBE certification, firms or individuals should contact the Michigan UCP at: http://mdotjboss.state.mi.us/UCP/

Any firm or complainant may appeal a Michigan UCP’s decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation  
Office of Civil Rights Certification Appeals Branch  
1200 New Jersey Avenue. SE  
West Building, 7th Floor  
Washington, D.C. 20590

INFORMATION. CONFIDENTIALITY. COOPERATION. (Section 26.109)

The RTA follows procedures to safeguard from disclosure to third-parties information that is confidential, consistent with federal, state, and local law, including the Michigan Freedom of Information Act (FOIA). All information will be subject to disclosure under FOIA.

Notwithstanding any contrary provisions of federal, state, or local law, the RTA will not release personal or business financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

MONITORING PAYMENTS TO DBES

The RTA will require prime contractors to maintain records and documents of payments to DBEs for three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of the RTA or DOT. This reporting requirement also extends to any certified DBE subcontractor.

We will perform reviews of contract payments to DBEs. The RTA will review payments to DBE
subcontractors on a monthly basis to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation. All Prime Contractor contracts include language that requires monthly DBE reporting. The RTA staff reviews these reports to track stated DBE participation goals. Per contract language, any change to the overall DBE participation goal of an RTA contract requires written approval from the RTA. Additionally, the RTA reserves rights to conduct prompt payment audits in accordance with Monitoring and Enforcement Section of this policy.
## ATTACHMENTS

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Attachment A: RTA Organization Chart
Attachment B: DBE BIDDERS LIST
Regional Transit Authority of Southeast Michigan DBE Directory  
Updated: August 2018

Urban Planning NAICS 541320

Advanced Integrated Solutions, LLC  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 09/22/2016  
Certification Type: DBE  
Service Category: Construction, Other  
Anne DiMaggio  
Phone: 313-724-8600; Fax: 313-724-8612; Email: adimaggio@myaisteam.com; Email 2: ; Email 3: ;  
Website: http://www.myaisteam.com  
27016 Princeton Ave, Inkster, Michigan 48141  
Work Description:  
Commercial and Institutional Building Construction and Environmental Consulting Services

Applied Ecosystems Great Lakes, Inc.  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 02/11/2010  
Certification Type: DBE  
Service Category: Consultant, Other  
Lisa Miller  
Phone: 810-715-2525; Fax: 810-715-2526; Email: lmiller@appliedecosystems.com; Email 2: ; Email 3: ;  
Website: http://www.appliedecosystems.com  
G-4300 South Saginaw St., Burton, Michigan 48529  
Work Description:  
Environmental consulting services and. MDOT DBE Certified since 9/23/203.

Birks Works Environmental, L.L.C.  
Certifying Agency: Detroit Department of Transportation  
Certification Date: 12/16/2003  
Certification Type: DBE  
Service Category: Construction, Other  
Jeffrey C. Heard  
Phone: 3138911310; Fax: 3138911535; Email: heard_jeffery@hotmail.com  
Website: n/a  
19719 Mt. Elliott , Detroit, Michigan 48234  
Work Description:  
Hazardous/non hazardous waste hauling, underground tank removal, tank & industrial cleaning, sewer jet vacuum trucks, hi capacity pump systems, floor coating systems, global encasement encapsulate, green products, hi-capacity fluid transfers, flood control.bypass, product filtration, sampling,analysis, and waste characterization

Concord Consulting Group, LLC  
Certifying Agency: Wayne County  
Certification Date: 12/03/2008  
Certification Type: DBE  
Service Category: Consultant  
Carolyn Mack  
Phone: 248-348-4570; Fax: 734-629-0398; Email: cmack@concordcg.net  
Website: www.concordcg.net  
43000 W. Nine Mile Road, Suite 105, Novi, Michigan 48375  
Work Description:  
Environmental Consulting Services includes environmental health assessments, remediation, underground storage tank management

DMC Consultants, Inc.  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 04/07/2010
<table>
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<th>Company Name</th>
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<th>Certification Type</th>
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<tr>
<td>EKS Services Incorporated</td>
<td>DBE</td>
<td>01/18/2006</td>
<td>Consultant</td>
<td>Detroit Department of Transportation</td>
<td>DBE</td>
<td>Consultant</td>
<td>Clarence E., III Carpenter; Phone: 313-963-1433; Fax: 313-963-1482; Email: <a href="mailto:clarencecarpenter@eksservices.com">clarencecarpenter@eksservices.com</a>; Website: <a href="http://www.eksservices.com">http://www.eksservices.com</a></td>
</tr>
<tr>
<td>Environmental Compliance Office Inc.</td>
<td>DBE</td>
<td>05/12/2011</td>
<td>Consultant, Engineering</td>
<td>Wayne County</td>
<td>DBE</td>
<td>Consultant, Engineering</td>
<td>Vimala Anishetty; Phone: 313-285-8401; Fax: 313-285-8401; Email: <a href="mailto:vanishet@ecomain.com">vanishet@ecomain.com</a>; Website: <a href="http://www.ecomain.com">http://www.ecomain.com</a></td>
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<tr>
<td>Fitzgerald &amp; Halliday, Inc.</td>
<td>DBE</td>
<td>07/21/2004</td>
<td>Consultant</td>
<td>Michigan Department of Transportation</td>
<td>DBE</td>
<td>Consultant</td>
<td>Susan VanBenschoten; Phone: 860-247-7200; Fax: 860-247-7206; Email: <a href="mailto:snafis@fhiplan.com">snafis@fhiplan.com</a>; Website: <a href="http://www.fhiplan.com">http://www.fhiplan.com</a></td>
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<tr>
<td>G. O. Williams &amp; Associates LLC</td>
<td>DBE</td>
<td>10/05/2010</td>
<td>Consultant</td>
<td>Wayne County</td>
<td>DBE</td>
<td>Consultant</td>
<td>Guy O. Williams; Phone: 734-395-9836; Fax: 734-480-3221; Email: <a href="mailto:guy@gowilliams.net">guy@gowilliams.net</a>; Website: <a href="http://www.gowilliams.net">www.gowilliams.net</a></td>
</tr>
</tbody>
</table>

**Work Description:**

- **EKS Services Incorporated:** Environmental consulting, asbestos survey and analysis.
- **Environmental Compliance Office Inc. (ECO):** Environmental Consulting Services (incl. remediation consulting and assessments) (DBE). Environmental Engineering Services (DBE).
- **Fitzgerald & Halliday, Inc.:** Transportation and land use planning services and Environmental Consulting. MDOT vendor #05386.
- **G. O. Williams & Associates LLC:** Consulting services for businesses and not for profit organizations. These services support the development of vacant land, redevelopment of brownfield parcels and other activities that improve the condition of neighborhoods (DBE).
Green Arrow Enterprise, LLC
Certifying Agency: Detroit Department of Transportation
Certification Date: 08/26/2010
Certification Type: Both
Service Category: Airport Concessionaire, Consultant
Wayne Montour
Phone: 248-481-7625; Fax: 248-481-7845; Email: wayne@greenarrowstaffing.com; Email 2; ; Email 3:
Website: www.greenarrowstaffing.com
3252 University Drive, Suite 142, Auburn Hills, Michigan 48326
Work Description:
Consulting and staffing firm that assists companies in improving the environment and workforce. Temporary Staffing. Airport Concessionaire.
MDOT Codes:
RF - Traffic Regulator (Flagging)

Innovative Architectural Planners
Certifying Agency: Michigan Department of Transportation
Certification Date: 04/12/2016
Certification Type: DBE
Service Category: Consultant
Thomas Banks
Phone: 614-416-0614 x 315; Fax: 614-416-0613; Email: tbanks@iap-qsg.com; Email 2; ; Email 3:
Website: http://www.tbanks@iap-qsg.com
2740 Airport Dr. Ste. 300, Columbus, Ohio 43219
Work Description:
Management and Consulting Services

KB Environmental Sciences, Inc
Certifying Agency: Michigan Department of Transportation
Certification Date: 09/17/2007
Certification Type: DBE
Service Category: Consultant
Leola C. Fowler
Phone: 727-578-5152; Fax: 727-578-5210; Email: CFowler@KBEnv.com; Email 2; ; Email 3:
Website: http://www.KBEnv.com
9500 Koger Blvd. Suite 211, St. Petersburg, Florida 33702
Work Description:
Environmental Consultant

Nspiregreen, LLC
Certifying Agency: Detroit Department of Transportation
Certification Date: 10/01/2014
Certification Type: DBE
Service Category: Consultant, Other
Chancee Lundy
Phone: 202-434-8921; Fax: 1-888-347-2417; Email: clundy@nspiregreen.com
Website: http://nspiregreen.com
601 Pennsylvania Ave. NW South Building Suite 900, Washington , D. of Columbia 20004
Work Description:
A Professional Consulting firm providing urban and regional planning, environmental services and public involvement.

Phycotech, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 06/26/2000
Certification Type: DBE
Service Category: Consultant
Sarah Johnson
Phone: 269-983-3654; Fax: 269-983-3653; Email: info@phycotech.com; Email 2; ; Email 3:
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<th>Company Name</th>
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<th>Work Description</th>
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<tr>
<td>Phycotech</td>
<td>Michigan Department of Transportation</td>
<td>04/14/2010</td>
<td>DBE</td>
<td>Consultant</td>
<td>Evangelia Belia</td>
<td>Environmental Consulting Services firm specializing in aquatic analysis. Analysis services include identification, enumeration, biovolume (algae) and biomass (zooplankton), including environmental assessment in aquatic and wetland habitats. MDOT vendor #08625</td>
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<tr>
<td>Primodal US Incorporated</td>
<td>Michigan Department of Transportation</td>
<td>04/14/2010</td>
<td>DBE</td>
<td>Consultant</td>
<td>Evangelia Belia</td>
<td>Consulting, Environmental Services</td>
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<tr>
<td>Villa Environmental Consultants Inc</td>
<td>Michigan Department of Transportation</td>
<td>05/30/2013</td>
<td>DBE</td>
<td>Consultant</td>
<td>Richard Villa</td>
<td>Environmental Consulting Services. Testing &amp; Scientific Services (abestos investigation / site investigation / lead paint inspections, ISO 14001 consulting, clean air act, MIOSHA investigation &amp;</td>
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<tr>
<td>White Water Associates, Inc.</td>
<td>Michigan Department of Transportation</td>
<td>06/11/2001</td>
<td>DBE</td>
<td>Consultant, Engineering, Other</td>
<td>Bette Premo</td>
<td>Environmental laboratory, Wetland delineations, ecological studies. MDOT vendor #04699</td>
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**Administrative Management/Consulting (NAICS 541330)**

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<td>ABE Associates, Inc.</td>
<td>Michigan Department of Transportation</td>
<td>06/13/2014</td>
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Certification Type: DBE
Service Category: Consultant, Engineering
Andre Brooks
Phone: 313-961-5170; Fax: 800-451-2176; Email: andreb@abe-engineers.com; Email 2: ; Email 3: 
Website: http://www.abe-engineers.com
440 Burroughs St., Suite 605, Detroit, Michigan 48202
Work Description:
Engineering services. MDOT vendor #05045

Access Engineering, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 05/22/2002
Certification Type: DBE
Service Category: Consultant, Engineering
Elizabeth Harding
Phone: 248-684-1033; Fax: 248-714-4293; Email: lharding@accesseng.net; Email 2: ; Email 3: 
Website: 0
PO Box 26 , Milford, Michigan 48381
Work Description:
Civil, structural, and Traffic Engineering. MDOT vendor #08407
MDOT Codes:
mot - Design-Traffic:WorkZone Maint of Traffic
dtpm - Design - Traffic: Pavement Markings
dr - Design - Roadway
dri - Design - Roadway: Intermediate
wzms - Design-Traffic:WorkZone Mobility&Safety

Airport Design Consultants, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 05/22/2008
Certification Type: Both
Service Category: Airport Concessionaire, Consultant, Engineering
Cedrick Johnson
Phone: 410-465-9600; Fax: 410-465-9602; Email: cjohnson@adci-corp.com; Email 2: mkukata@adci-corp.com; Email 3: SLevy@adci-corp.com
Website: http://www.adci-corp.com
6031 University Blvd. Ste. 330, Elliott City, Maryland 21043
Work Description:
Consulting Engineering - Civil, Electrical, Program/Project Management, Construction Phase Services.

Arora Engineers Inc
Certifying Agency: Wayne County
Certification Date: 11/30/2015
Certification Type: DBE
Service Category: Engineering
Manik K. Arora
Phone: 610-459-7900; Fax: 610-459-7900; Email: sortiz@aroraengineers.com; Email 2: ; Email 3: 
Website: www.aroraengineers.com
61 Wilmington-West Chester Pike, Suite 100, Chadds Ford, Pennsylvania 19317
Work Description:
Commercial and Institutional Building Construction (DBE) Engineering Services (DBE)
Surveying and Mapping (except Geophysical) Services (DBE) Computer Systems Design Services (DBE)

Audu Engineering Consultants, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 07/30/2002
Certification Type: DBE
Service Category: Consultant, Engineering
Clement Audu
### Aviation Alliance, Inc.
Certifying Agency: Michigan Department of Transportation  
Certification Date: 06/09/2006  
Certification Type: DBE  
Service Category: Consultant, Engineering  
Shirley Roberts  
Phone: 817-498-0388; Fax: 817-281-1867; Email: shirley@aviationallianceinc.com; Email 2: ; Email 3:  
Website: [http://www.aviationallianceinc.com](http://www.aviationallianceinc.com)  
P.O. Box 799, Colleyville, Texas 76034  
**Work Description:**  
Engineering and consulting firm. MDOT vendor #05695

### BREE & Associates, Inc.
Certifying Agency: Michigan Department of Transportation  
Certification Date: 01/29/2018  
Certification Type: DBE  
Service Category: Consultant  
Robert Lancaster  
Phone: 919-469-3330; Fax: 919-469-3370; Email: bree@breeassociates.com; Email 2: ; Email 3:  
Website: [http://www.breeassociates.com](http://www.breeassociates.com)  
3434 Edwards Mil Rd. #112-344, Raleigh, North Carolina 27612  
**Work Description:**  

### BVR Services, LLC
Certifying Agency: Michigan Department of Transportation  
Certification Date: 02/26/2018  
Certification Type: DBE  
Service Category: Engineering  
Brian Rhodes  
Phone: 313-855-6229; Fax: 313-855-6230; Email: grhodes@des-electric.net  
18241 Schoolcraft Ave., Detroit, Michigan 48223  
**Work Description:**  

### CAD Concepts, Inc.
Certifying Agency: Detroit Department of Transportation  
Certification Date: 06/23/2005  
Certification Type: DBE  
Service Category: Consultant, Engineering, Other  
Joyce K. Johnson  
Phone: 614-485-0670; Fax: 614-485-0677; Email: certifications@ccitechcs.com; Email 2: ; Email 3:  
Website: [http://www.ccitechcs.cc](http://www.ccitechcs.cc)  
2323 West 5th Avenue, Suite 120, Columbus, Ohio 43204  
**Work Description:**  
Engineering, drafting, geophysical surveyor & mapping, interior design, graphic design, computer system and general management consulting services

### Civil Engineering Solutions, Inc.
Certifying Agency: Wayne County  
Certification Date: 06/20/2012  
Certification Type: DBE  
Service Category: Engineering  
Leslie Zawada
Clark Transportation & Consulting Services
Certifying Agency: Detroit Department of Transportation
Certification Date: 03/12/2010
Certification Type: DBE
Service Category: Consultant, Engineering
Brian Clark
Phone: 908-642-4570; Fax: 908-284-1081; Email: bclarktransportation.net
Website: http://clarktransportation.net
1 Vail Lane, Flemington, New Jersey 08822
Work Description:
Technical consulting for railways and mass transit systems, specializing in railway signaling, communications and automatic fare collection systems. Design, testing, construction management, technical documentation, technical training.

DAMA Consultants, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 01/24/2018
Certification Type: DBE
Service Category: Consultant
Bader Hafeez
Phone: 773-870-1595; Email: bhafeez@damaconsultants.com
Website: http://www.damaconsultants.com
P.O. Box 7199, Chicago, Illinois 60680
Work Description:
Landscape Architectural Services, Engineering Services, Research and Development in the Physical, Engineering, and Life Sciences (except Biotechnology).

Dikita Enterprises, Inc.
Certifying Agency: Wayne County
Certification Date: 06/01/2010
Certification Type: DBE
Service Category: Engineering
Sherri Gerald
Phone: 214-634-8844; Fax: 214-638-7406; Email: certification@dikita.com
Website: http://www.dikita.com
1420 W. Mockingbird Lane, Suite 600, Dallas, Texas 75247
Work Description:

ESA Mgmt. and Engineering Consultant
Certifying Agency: Detroit Department of Transportation
Certification Date: 12/16/2003
Certification Type: DBE
Service Category: Consultant, Engineering
Edward Richardson
Phone: 619-656-1206; Fax: 8585470634; Email: cmfge2000@aol.com
1686 Pember Avenue, Chula Vista, California 91913
Work Description:
Transportation engineer/consultant bus lines inspections, internal maintenance reviews, farebox and bus operations analysis, economic/maintenance garage productivity studies

Elite Engineering Services, Inc
Certifying Agency: Michigan Department of Transportation
Certification Date: 05/27/2004
<table>
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<th>Certification Type: DBE</th>
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<tr>
<td>Service Category: Consultant, Engineering</td>
<td>Service Category: Airport Concessionaire</td>
</tr>
<tr>
<td>Indra Jha</td>
<td>Irfan Ahmed</td>
</tr>
<tr>
<td>Phone: 517-796-1830; Fax: 517-796-1832; Email: <a href="mailto:info@elite-eng.com">info@elite-eng.com</a>; Email 2: ; Email 3:</td>
<td>Phone: 269-903-2652; Fax: N/A; Email: <a href="mailto:irfan.ahmed@enggdesigns.com">irfan.ahmed@enggdesigns.com</a></td>
</tr>
<tr>
<td>Website: <a href="http://www.elite-eng.com">http://www.elite-eng.com</a></td>
<td>Website: <a href="http://www.enggdesigns.com">http://www.enggdesigns.com</a></td>
</tr>
<tr>
<td>159 Pearl St. Ste. 102, Jackson, Michigan 49201</td>
<td>5220 Lovers Lane, Suite LL-120, Portage, Michigan 49002</td>
</tr>
<tr>
<td><strong>Work Description:</strong> Engineering services. Civil, structural, traffic engineering, surveying and testing. MDOT vendor #05376</td>
<td><strong>Work Description:</strong> Engineering Services</td>
</tr>
</tbody>
</table>

**Engineering Design Solutions PLC**
- Certifying Agency: Wayne County
- Certification Date: 03/22/2018
- Certification Type: ACDBE
- Service Category: Airport Concessionaire
- **Irfan Ahmed**
  - Phone: 269-903-2652; Fax: N/A; Email: irfan.ahmed@enggdesigns.com
  - Website: [http://www.enggdesigns.com](http://www.enggdesigns.com)
  - 5220 Lovers Lane, Suite LL-120, Portage, Michigan 49002
  - **Work Description:** Engineering Services

**Engineering Services, Inc.**
- Certifying Agency: Michigan Department of Transportation
- Certification Date: 08/28/2001
- Certification Type: DBE
- Service Category: Consultant, Engineering
- **Hakim Shakir**
  - Phone: 734-525-7330; Fax: 734-525-7255; Email: esi786@sbcglobal.net; Email 2: esi_corp@yahoo.com; Email 3: 
  - Website: [http://www.esi-engr.com](http://www.esi-engr.com)
  - 32200 Schoolcraft Rd., Livonia, Michigan 48150
  - **Work Description:** Consulting engineers, civil engineering, environmental engineering, land surveying, geotechnical engineering and testing. MDOT vendor #08277

**Environmental Compliance Office Inc. (ECO)**
- Certifying Agency: Wayne County
- Certification Date: 05/12/2011
- Certification Type: DBE
- Service Category: Consultant, Engineering
- **Vimala Anishetty**
  - Phone: 313-285-8401; Fax: 313-285-8401; Email: vanishet@ecomain.com; Email 2: ; Email 3: 
  - Website: [http://www.ecomain.com](http://www.ecomain.com)
  - 3011 W. Grand Blvd., Ste. 420 , Detroit, Michigan 48202
  - **Work Description:** Environmental Consulting Services (incl. remediation consulting and assessments) (DBE) Environmental Engineering Services (DBE)

**GSS Engineering Services P.L.L.C**
- Certifying Agency: Michigan Department of Transportation
- Certification Date: 11/14/2008
- Certification Type: DBE
- Service Category: Consultant, Engineering
- **Gregory Sims**
  - Phone: 313-702-7749; Fax: 586-803-3848; Email: 974qreqs@gmail.com; Email 2: ; Email 3: 
  - 3262 Gemini Dr, Sterling Heights, Michigan 48314
  - **Work Description:** Consultant - Management & Training. Temporary Help - Project Management on Transportation & Road modifications and Analysis of Technical Data concerning what types of engineering or test data are required to solve a specific problem.
Gallop Corporation
Certifying Agency: Detroit Department of Transportation
Certification Date: 03/17/2017
Certification Type: DBE
Service Category: Consultant, Other
Dr. Chawn-Yaw Jeng
Phone: 301-838-0108; Fax: 301-838-0324; Email: Gallopcorp@aol.com
451 Hungerford Drive, Suite 612, Rockville, Maryland 20850
Work Description:
To provide Engineering Services and other computer related services. Also to provide other scientific and technical consulting services.

Gandhi and Associates, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 08/02/2004
Certification Type: DBE
Service Category: Consultant, Engineering
P.K. Gandhi
Phone: 773-774-5910; Fax: 773-774-3815; Email: pkg@pkgandhi.com; Email 2: ; Email 3: 
Website: 0
6035 N. Northwest Hwy, Ste. 306, Chicago, Illinois 60631
Work Description:
Engineering. MDOT vendor #04035

GeoTran Consultants, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 06/06/2012
Certification Type: DBE
Service Category: Consultant
Tanweer Shah
Phone: 810-229-6805; Fax: 810-229-6561; Email: tanweer.shah@geotranconsultants.com; Email 2: ; Email 3: 
Website: www.geotranconsultants.com
10315 E. Grand River Ave Ste. 201, Brighton, Michigan 48116
Work Description:
Engineering Services MDOT Vendor #07310
MDOT Codes:
dgeo - Design - Geotechnical
dgea - Design - Geotechnical: Advanced

Geometrics Engineering P.S.
Certifying Agency: Michigan Department of Transportation
Certification Date: 07/29/2015
Certification Type: Both
Service Category: Airport Concessionaire, Engineering
Abhijit Bathe
Phone: 206-739-7399; Fax: 000-000-0000; Email: abhijit@geometricseng.com; Email 2: ; Email 3: 
Website: http://geometricseng.com
8819 230th Way NE, Redmond, Washington 98053
Work Description:
Geotechnical design, pavement design, and construction management services for airports and consulting firms, preparation of plans and specifications, construction bid support services and engineering design reports.

Great Lakes Engineering Group, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 12/04/2005
Certification Type: DBE
Service Category: Consultant, Engineering
Amy Trahey
Phone: 517-363-4400; Fax: 517-363-4036; Email: amy@glengineering.com; Email 2: ; Email 3: 
Website: www.glengineering.com
<table>
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<th>Address</th>
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<td>521 Seymour St, Lansing, Michigan 48933</td>
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<td>ceb - Const Eng: Bridges &amp; Ancillary Structures</td>
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<td>cib - Const Insp: Bridges &amp; Ancillary Structures</td>
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<td>cits - Construction Inspection: Traffic Safety</td>
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<td>dbus - Design- Bridges: Safety Insp- Underwater</td>
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<td>dbir - Design - Bridges: Load Rating</td>
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<td>csot - Construction Services: Office Technician</td>
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<td>cir - Construction Inspection: Roadway</td>
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<td>cela - Const Eng:Roadway-Local Agency Program</td>
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<td>ctd - Construction Testing: Density</td>
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<tr>
<td>Hinman Consulting Engineers, Inc.</td>
<td>Michigan Department of Transportation</td>
<td>06/20/2017</td>
<td>DBE</td>
<td>Consultant</td>
<td>Eve Hinman</td>
<td>415-621-4423; Fax: 415-621-4447; Email: <a href="mailto:ehinman@hce.com">ehinman@hce.com</a>; Email 2: ; Email 3:</td>
<td><a href="http://www.hce.com">http://www.hce.com</a></td>
<td>One Bush Street, Ste. 510, San Francisco, California 94104</td>
<td>Engineering Services</td>
<td></td>
</tr>
<tr>
<td>Intelligent Design &amp; Construction Solutions, LLC</td>
<td>Michigan Department of Transportation</td>
<td>07/10/2017</td>
<td>DBE</td>
<td>Engineering</td>
<td>Geraldine Ryan</td>
<td>708-637-0501; Fax: 708-445-7538; Email: <a href="mailto:Gerry.R@idcs-llc.com">Gerry.R@idcs-llc.com</a>; Email 2: ; Email 3:</td>
<td></td>
<td>200 W. Adams St., Chicago, Illinois 60606</td>
<td>Engineering Services - Electrical Engineering</td>
<td></td>
</tr>
<tr>
<td>JMS Engineering Services, LLC</td>
<td>Wayne County</td>
<td>05/07/2010</td>
<td>DBE</td>
<td>Engineering</td>
<td>Juan M. Snead</td>
<td>313-399-2932; Fax: 313-270-3364; Email: <a href="mailto:jmsengsvcs@gmail.com">jmsengsvcs@gmail.com</a>; Email 2: ; Email 3:</td>
<td></td>
<td>15375 Artesian, Detroit, Michigan 48223</td>
<td>Engineering Services (DBE)</td>
<td></td>
</tr>
<tr>
<td>JRED Engineering, Inc.</td>
<td>Wayne County</td>
<td>10/10/2007</td>
<td>DBE</td>
<td>Engineering</td>
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</tr>
</tbody>
</table>
Esteban Cabello  
Phone: 313-565-5580; Fax: ; Email: jredengineering@comcast.net; Email 2: ; Email 3:  
5608 N. Charlesworth Street, Dearborn Hghts., Michigan 48127  
Work Description:  
Engineering Services (Electrical and Mechanical) (DBE)

Jacobs Gate & Associates, LLC  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 10/06/2005  
Certification Type: DBE  
Service Category: Consultant  
Rey Obiora  
Phone: 313-502-5160; Fax: 313-483-0949; Email: rey@jacobsgateassociates.com; Email 2: ; Email 3:  
Website: www.jacobsgateassociates.com  
615 Griswold St. STE 407, Detroit, Michigan 48226  
Work Description:  
Building Inspections and demolition services. MDOT vendor #05799

Jacobsen Daniels Associates LLC  
Certifying Agency: Wayne County  
Certification Date: 03/26/2002  
Certification Type: Both  
Service Category: Airport Concessionaire, Consultant  
Darryl H. Daniels  
Phone: (734) 961-3200; Fax: (734) 961-3204; Email: certifications@jacobsendaniels.com; Email 2: ; Email 3:  
Website: www.jacobsendaniels.com  
121 Pearl Street, Ypsilanti, Michigan 48197  
Work Description:  
Other Management Consulting Services (Airport Planning Consulting) (DBE/ACDBE) 561618  
Traffic Engineering Consulting Services (DBE/ACDBE)541330 Transportation Management Consulting Services (DBE/ACDBE)541614 Limited Service Restaurants (ACDBE) Drinking Places (Alcoholic Beverages) (ACDBE)722410 Management Services (Retail/Airport Concessions) (DBE/ACDBE)561110 Gift, Novelty and Souvenir Stores (DBE/ACDBE)453220 Parking Lots & Garages(DBE/ACDBE) 812930

K & S Engineers, Inc.  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 03/13/2002  
Certification Type: DBE  
Service Category: Consultant, Engineering  
Dibakar Sundi  
Phone: 219-924-5231; Fax: 219-924-5271; Email: dsundi@kandsengineers.com; Email 2: ; Email 3:  
Website: www.kandsengineers.com  
9715 Kennedy Ave., Highland, Indiana 46322  
Work Description:  
Geotechnical and environmental consulting, materials testing, and soil boring. MDOT vendor #08386

LS Engineering, Inc.  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 07/22/2004  
Certification Type: DBE  
Service Category: Consultant, Engineering  
Carol A. Smith  
Phone: 616-225-1944; Fax: 616-643-0810; Email: Smithc@LSEngineering.com; Email 2: ; Email 3:  
Website: www.LSEngineering.com  
200 S. Clay Street, Greenville, Michigan 48838  
Work Description:  
***As of May 11, 2010 Scott Civil Engineering is now a subsidiary of L.S. Engineering, Inc.*** Consulting Engineers-Inspection, Testing, Construction Engineering, Design &
Related Heavy Highway work. Also MDOT prequalified in: dhi - Design-Hydraulics 1 csot - Construction Services: Office Technician cir - Construction Inspection: Roadway cib - Construction Inspection: Bridges & Ancillary Structures MDOT vendor #08378

MDOT Codes:
c - Construction Testing: Aggregates
c - Const Eng: Bridges & Ancillary Structures
d - Design - Bridges: Safety Inspection
c - Construction Testing: Density
b - Const Insp: HMA Pavement
f - Design - Traffic: Signing - Non-Freeway
c - Construction Testing: Concrete
c - Construction Engineering: Roadway
d - Design - Roadway
d - Design - Bridges
d - Design - Traffic: Pavement Markings
d - Design - Hydraulics II
c - Construction Engineering: Assistance
c - Const Eng: Roadway-Local Agency Program
d - Design - Roadway: Intermediate
d - Design - Bridges: Load Rating
d - Design - Bridges: Scoping
c - Construction Inspection: Bridge Painting
c - Construction Inspection: Traffic Safety
m - Design - Traffic: WorkZone Maint of Traffic

M3 Engineering Group PC
Certifying Agency: Michigan Department of Transportation
Certification Date: 02/09/2016
Certification Type: DBE
Service Category: Engineering
Marjorie Melton
Phone: 314-558-0699; Fax: 314-588-9442; Email: marjorie.melton@m3eg.com; Email 2: ; Email 3: 
Website: http://www.m3eg.com
911 Washington Ave Suite 620, St. Louis, Missouri 63101
Work Description:
Civil and Environmental Engineering

McGuiness Unlimited, Inc
Certifying Agency: Detroit Department of Transportation
Certification Date: 02/23/2007
Certification Type: DBE
Service Category: Engineering, Other
Erin Mc Guiness
Phone: 216-941-8411; Fax: 216-941-4980; Email: erinm@mcguinessunlimited.com; Email 2: ; Email 3: 
Website: www.mcguinessunlimited.com
15724 Stillwood Ave, Cleveland, Ohio 44111
Work Description:
Architectural and Engineering Services.

Native Engineers, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 11/07/2017
Certification Type: DBE
Service Category: Consultant
Sean Warren
Phone: 985-778-4337; Email: spwarren3@gmail.com
1042 Whitehall Dr., Mandeville, Louisiana 70448
Work Description:
Engineering Services, New Single Family Housing Construction, New Multifamily Housing Construction (Except For-Sale Builders), Land Subdivision, Highway, Street, and Bridge Construction
PACO Group, Inc.
Certifying Agency: Detroit Department of Transportation
Certification Date: 04/30/2010
Certification Type: DBE
Service Category: Consultant, Other
Randy Buchalski
Phone: 212-685-0578; Fax: 212-685-1379; Email: rbuchalski@pacogroup.com
Website: http://www.pacogroup.com
110 William Street Suite 3010, New York, New York 10038
Work Description:
Project, program and construction management support services.

R.M Chin & Associates, Inc.
Certifying Agency: Wayne County
Certification Date: 09/30/2016
Certification Type: DBE
Service Category: Construction
Eileen Chin
Phone: 312-644-0999; Fax: ; Email: ; Email 2: ; Email 3: ;
500 West 18th St. Suite 200, Chicago, Illinois 60616
Work Description:
NAICS Code 8: 541340 Engineering Services and Consulting; Construction inspection services; Professional Design

RS Engineering, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 06/24/2004
Certification Type: DBE
Service Category: Consultant, Engineering
Thomas Sereseroz
Phone: 517-908-0877; Fax: 517-908-0879; Email: tsereseroz@rs-eng.com; Email 2: ; Email 3: ;
Website: www.rs-eng.com
915 Centennial Way, Ste. 380, Lansing, Michigan 48917
Work Description:
MDOT Codes:
cea - Construction Engineering: Assistance
mot - Design-Traffic:WorkZone Maint of Traffic
dtpm - Design - Traffic: Pavement Markings
dtsf - Design - Traffic: Signing - Freeway
nfsp - Design - Traffic: Signing - Non-Freeway
dr - Design - Roadway
dri - Design - Roadway: Intermediate
dtss - Design - Traffic: Safety Studies
db - Design - Bridges
cela - Const Eng:Roadway-Local Agency Program
cer - Construction Engineering: Roadway
bpi - Const Insp: HMA Pavement
ctc - Construction Testing: Concrete
cta - Construction Testing: Aggregates
drc - Design - Roadway: Complex
cits - Construction Inspection: Traffic Safety
ctd - Construction Testing: Density
durl - Design - Utilities: Roadway Lighting
dtso - Design - Traffic: Signal Operations
dbs - Design - Bridges: Scoping

Rama Rao and Alfred Inc.
Certifying Agency: Detroit Department of Transportation
Certification Date: 12/16/2003
Certification Type: DBE
Service Category: Consultant, Engineering
Rama Rao-Cherukuri
Phone: 3135359580; Fax: 3135357262; Email: tracey@rra.cc / sateesh@rra.cc
Website: www.rra.cc
18447 W. Eight Mile Rd. , Detroit, Michigan 48219
Work Description:
Consulting engineers and architects - utility designs for water mains, storm and sanitary sewers, commercial and institutional buildings, roadway designs, pavements, sidewalks, underground electric ducts, telephone, cable tv, drainage ditches and surveying. prequalified by MDOT.

Reliance Engineers LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 04/07/2016
Certification Type: DBE
Service Category: Consultant, Engineering
Sena Kumarasena
Phone: 781-237-3824; Fax: 781-237-8717; Email: senak@reliance-eng.com; Email 2: ; Email 3: ;
30 Yarmouth Road, Wellesley, Massachusetts 02481
Work Description:
Engineering Design & Engineering Consulting Services

SE3, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 04/16/2018
Certification Type: DBE
Service Category: Engineering
Vernal Stewart
Phone: 817-272-5545; Fax: 816-817-0747; Email: vstewart@se3.us; Email 2: ; Email 3: ;
Website: http://www.se3.us
230 SW Main St. Ste 213, Lee's Summit, Missouri 64063
Work Description:

Scales and Associates, Inc.
Certifying Agency: Wayne County
Certification Date: 07/17/2001
Certification Type: DBE
Service Category: Consultant, Engineering
Robin Scales-Wooten
Phone: (313) 962-8830; Fax: (313) 962-3776; Email: rscales@scalesassoc.com; Email 2: ; Email 3: ;
Website: www.scalesassoc.com
2727 Second Ave., Suite 232, Detroit, Michigan 48201
Work Description:
Engineering Services (DBE)

Sigma Associates, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 06/26/2000
Certification Type: DBE
Service Category: Consultant, Engineering, Other
Elham Shayota
Phone: 313-963-9700; Fax: 313-963-7626; Email: eshayota@sigmaassociates.com; Email 2: ; Email 3: ;
Website: http://www.sigmasassociates.com
1900 St. Antoine Ste. 500, Detroit, Michigan 48226
Work Description:
Engineering Consultants. Information technology. Computer systems integration analysis design services. Personnel Suppliers. MDOT vendor #02620
Somat Engineering, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 05/15/2002
Certification Type: DBE
Service Category: Consultant, Engineering
Gnanadesikan Ramanujam
Phone: 313-963-2721; Fax: 313-963-2736; Email: kleblanc@somateng.com; Email 2: ;
Email 3: 
Website: www.somateng.com
660 Woodward Avenue, Suite 2430, Detroit, Michigan 48226
Work Description:
Industrial Testing Laboratories services MDOT vendor #02927
MDOT Codes:
  cer - Construction Engineering: Roadway
  ceb - Const Eng: Bridges & Ancillary Structures
  cta - Construction Testing: Aggregates
  bpi - Const Insp: HMA Pavement
  ctd - Construction Testing: Density
  ctc - Construction Testing: Concrete
  cea - Construction Engineering: Assistance
  cib - Const Insp: Bridges & Ancillary Structures
  hmaa - Construction Testing: HMA Assistance
  dgeo - Design - Geotechnical
  hmap - Construction Testing: HMA
  cela - Const Eng: Roadway-Local Agency Program
  ec - Environmental: Contamination
  dgea - Design - Geotechnical: Advanced
  csot - Construction Services: Office Technician
  cir - Construction Inspection: Roadway

Suber Strategies & Solutions Group LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 11/19/2015
Certification Type: DBE
Service Category: Construction, Other
Steven Suber
Phone: 313-333-7854; Fax: 000-000-0000; Email: ssuber1974@gmail.com; Email 2: ;
Email 3: 
1401 W. Fort St. Unit 44223, Detroit, Michigan 48244
Work Description:
Engineering Services

Taiga Engineering, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 03/09/2006
Certification Type: DBE
Service Category: Consultant, Engineering
Patricia Schriner
Phone: 517-388-0014; Fax: 517-623-0374; Email: patricia@taigaengineering.com; Email 2: ;
Email 3: 
946 S. Clark Rd., Dansville, Michigan 48819
Work Description:
Engineering consulting services specializing in water resources. MDOT vendor #05628
MDOT Codes:
  dhii - Design - Hydraulics II
  dhi - Design - Hydraulics I

TransSolutions, LLC
Certifying Agency: Wayne County
Certification Date: 05/20/2004
Certification Type: DBE
Service Category: Consultant
Belinda Hargrove
Phone: 817-359-2950; Fax: 817-359-2959; Email: bhargrove@transsolutions.com; Email 2: ; Email 3: Website: www.transsolutions.com
14600 Trinity Blvd, Suite 200, Fort Worth, Texas 76155
Work Description:
Engineering Services (DBE)

**Tyme Consulting Engineers, Inc.**
Certifying Agency: Michigan Department of Transportation
Certification Date: 03/08/2001
Certification Type: DBE
Service Category: Consultant, Engineering
Oge Udegbunam
Phone: 734-522-0300; Fax: 734-522-0308; Email: ogeu@tymeengineering.com; Email 2: ; Email 3: Website: www.tymeengineering.com
32121 Schoolcraft Rd, Livonia, Michigan 48150
Work Description:
Additional work codes: hmaa - construction testing hot mix asphalt assistance Engineering services. MDOT vendor #08744
MDOT Codes:
cta - Construction Testing: Aggregates
hmap - Construction Testing: HMA
ceb - Const Eng:Bridges & Ancillary Structures
cer - Construction Engineering: Roadway
dbs - Design - Bridges: Scoping
cela - Const Eng:Roadway-Local Agency Program
ctd - Construction Testing: Density
ctc - Construction Testing: Concrete
cea - Construction Engineering: Assistance
dits - Design- Traffic: ITS Design & System Mgr
csot - Construction Services: Office Technician
bpi - Const Insp: HMA Pavement
cits - Construction Inspection: Traffic Safety
cibp - Construction Inspection: Bridge Painting
dbsi - Design - Bridges: Safety Inspection
cib - Const Insp: Bridges & Ancillary Structur
cir - Construction Inspection: Roadway
hmaa - Construction Testing: HMA Assistance

**Value Engineering, LLC**
Certifying Agency: Michigan Department of Transportation
Certification Date: 06/19/2014
Certification Type: DBE
Service Category: Consultant, Engineering
Jon Kolbasa
Phone: 517-348-9045; Fax: 517-969-5181; Email: jkolbasa@val-engineering.com; Email 2: ; Email 3: Website: www.val-engineering.com
1031 N. Washington Avenue, Lansing, Michigan 48906
Work Description:
Preliminary and final design services for local streets, highways, and interstate projects.
MDOT Vendor # 07924
MDOT Codes:
dtpm - Design - Traffic: Pavement Markings
dr - Design - Roadway

**Ziemnick Foster Engineering, LLC**
Certifying Agency: Michigan Department of Transportation
Certification Date: 11/28/2012
Certification Type: DBE
Service Category: Consultant, Engineering
Tammy Ziemnick-Foster
Phone: 517-627-8086 / 517-930-0438; Fax: 517-627-8086; Email: tzfoster@zfengineering.com
Avance Communications, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 12/16/2003
Certification Type: Both
Service Category: Airport Concessionaire, Construction, Other
Acquanetta Pierce
Phone: 313-961-0084; Fax: 313-961-5040; Email: ap@avancecommunications.com; Email 2: ; Email 3: Website: www.avancecommunications.com
535 Griswold St. The Buhl Building Ste. 111-222, Detroit, Michigan 48226
Work Description:
Strategic public relations, crisis communication programs, graphic design, video and multimedia presentation, newsletters. MDOT vendor #08469

Beltran Media
Certifying Agency: Michigan Department of Transportation
Certification Date: 10/01/2009
Certification Type: DBE
Service Category: Consultant
Terry Beltran
Phone: 248-977-2827; Fax: ; Email: terry@beltranmedia.com; Email 2: ; Email 3: Website: www.beltranmedia.com
7064 Oak Meadows Dr., Clarkston, Michigan 48348
Work Description:
The Company provides Media Marketing, Public Relations, Events Planning, Video Production Services and Language Translation Services.

Chandler Campbelle Daschelle
Certifying Agency: Michigan Department of Transportation
Certification Date: 02/23/2016
Certification Type: Both
Service Category: Airport Concessionaire, Consultant
Darrell Searcy
Phone: 404-643-9747; Fax: 561-630-5885; Email: darrell@chandlercampbelle.com; Email 2: ; Email 3: Website: http://www.chandlercampbelle.com
310 Vizcaya Dr, Palm Beach Gardens, Florida 33418
Work Description:
also NAICS Work Code 611430 General Consulting

Clay-Doh Creatives LLC
Certifying Agency: SMART
Certification Date: 05/05/2006
Certification Type: DBE
Service Category: Other
Stephan Clay
Phone: 313-399-5396; Fax: 313-731-0624; Email: sclay@claydohcreatives.com
3430 E. Jefferson Ste. 850, Detroit, Michigan 48207
Work Description:
SMART Certified Advertising and Related Services, Video Production, Media Buy Agencies, Public Relations.

Community Awareness Services Inc
Certifying Agency: Michigan Department of Transportation
Certification Date: 10/15/2013
Certification Type: DBE
Service Category: Other
Jerri Anderson
**DTW Air Ventures**
Certifying Agency: Wayne County  
Certification Date: 02/18/2016  
Certification Type: ACDBE  
Service Category: Airport Concessionaire  
Jim Stapleton  
Phone: 586-751-1960; Fax: 586-751-1964; Email: jstapes@att.net  
Website: [http://www.casprograms.com](http://www.casprograms.com)  
397 N. Sam Houston Parkway E., Suite 125, Houston, Texas 77060  
Work Description:  
Public Relations Agencies.

**E. Austell Associates, Inc.**
Certifying Agency: Michigan Department of Transportation  
Certification Date: 01/30/2003  
Certification Type: DBE  
Service Category: Consultant  
Elnora Austell  
Phone: 248-661-0130 / 248-302-8017; Fax: 248-661-3321; Email: eaustell@comcast.net  
Website: [www.firstmediagroup.net](http://www.firstmediagroup.net)  
5412 S. Piccadilly Circle, West Bloomfield, Michigan 48322  
Work Description:  
Communications consultant. Advertising / media, marketing research, and public relations consulting services. MDOT vendor # 05127

**First Media Group, Inc.**
Certifying Agency: Michigan Department of Transportation  
Certification Date: 06/25/2001  
Certification Type: Both  
Service Category: Airport Concessionaire, Consultant  
Delora Hall-Tyler A.P.R.  
Phone: 248-354-8705; Fax: 248-355-0346; Email: delorahtyler@firstmediagroup.net  
Website: [www.firstmediagroup.net](http://www.firstmediagroup.net)  
26677 West 10 Mile Rd., Southfield, Michigan 48034  
Work Description:  
MDOT DBE/ACDBE Advertising, marketing and public relations/public information. MDOT vendor #08033

**Global Public Intelligence, LLC**
Certifying Agency: Michigan Department of Transportation  
Certification Date: 01/29/2018  
Certification Type: DBE  
Service Category: Consultant  
Clifford Davy  
Phone: 818-934-2605; Email: cliff@globalpublicintelligence.com  
Website: [http://www.globalpublicintelligence.com](http://www.globalpublicintelligence.com)  
390 North Orange Avenue Suite 2300, Orlando, Florida 32801  
Work Description:  

**Harriet Chen International**
Certifying Agency: Detroit Department of Transportation  
Certification Date: 12/16/2003  
Certification Type: DBE  
Service Category: Consultant
Harriet Chen  
Phone: 734-358-0866; Fax: ; Email: hchen@hcint.com; Email 2: ; Email 3: 
Website: n/a  
5720 W. Liberty Rd. , Ann Arbor, Michigan 48103  
**Work Description:**  
Consultants in communications, public relations, marketing, business development, sales, and promotion within the telematics, wireless and ITS industry. Display advertising, media buying, advertising material distribution service

**Helen Dixon and Company Inc.**  
Certifying Agency: Wayne County  
Certification Date: 02/25/2003  
Certification Type: DBE  
Service Category: Consultant  
Helen Dixon  
Phone: (414) 964-8053; Fax: (414) 964-8059; Email: helen.dixon@dixonandcompanyinc.com; Email 2: ; Email 3: 
Website:  
3041 E. Newport Court, Milwaukee, Wisconsin 53211  
**Work Description:**  
Marketing Consulting Services (DBE/ACDBE) Public Relations Agencies (DBE/ACDBE)

**InVerve Marketing, Inc.**  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 10/28/2011  
Certification Type: DBE  
Service Category: Consultant, Other  
Lisa Smith  
Phone: 517-485-7237; Fax: 517-485-7354; Email: lisa@invervemarketing.com; Email 2: ; Email 3: 
Website: www.invervemarketing.com  
1035 N. Washington, Lansing, Michigan 48906  
**Work Description:**  
Full service advertising agency integrating marketing, public relations, media buying, web design, communications and media management.

**Interactive Elements Incorporated**  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 11/16/2017  
Certification Type: DBE  
Service Category: Consultant  
Susan Gilbert  
Phone: 212-490-9090; Fax: 212-490-9611; Email: sbg@ieitransit.com  
60 West 55th Street, New York, New York 10019  
**Work Description:**  

**Lobrien Enterprises, L.T.**  
Certifying Agency: Michigan Department of Transportation  
Certification Date: 02/27/2017  
Certification Type: DBE  
Service Category: Consultant  
Mary Lobron  
Phone: 610-889-2005; Fax: 610-889-2006; Email: mary@lobron.com; Email 2: ; Email 3: 
Website: http://www.lcladvisors.com  
1127 Edgewood Ave., Berwyn, Pennsylvania 19312  
**Work Description:**  

**Lovio-George, Inc.**
<table>
<thead>
<tr>
<th>Company Name</th>
<th>Certifying Agency</th>
<th>Certification Date</th>
<th>Certification Type</th>
<th>Service Category</th>
<th>Contact Person</th>
<th>Phone</th>
<th>Fax</th>
<th>Email</th>
<th>Website</th>
<th>Address</th>
<th>Work Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certifying Agency: Michigan Department of Transportation</td>
<td>Certification Date: 11/26/2002</td>
<td>Certification Type: DBE</td>
<td>Service Category: Consultant, Other</td>
<td>Marlene Bruder</td>
<td>Phone: 313-832-2210; Fax: 313-831-0240; Email: <a href="mailto:mbruder@loviogeorge.com">mbruder@loviogeorge.com</a></td>
<td>681 West Forest, Detroit, Michigan 48201</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Advertising/media, marketing research, and public relations. MDOT vendor #08554</td>
</tr>
<tr>
<td><strong>Mario L. Morrow and Associates</strong></td>
<td>Certifying Agency: Wayne County</td>
<td>Certification Date: 12/12/2017</td>
<td>Certification Type: DBE</td>
<td>Mario Morrow</td>
<td>Phone: 313-800-5973; Fax: ; Email: ; Email 2: ; Email 3:</td>
<td>7650 Second Ave. STE 214 Mailbox 8, Detro, Michigan 48202</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Public Relations &amp; Media Relations.</td>
</tr>
<tr>
<td><strong>McConnel Communications, Inc.</strong></td>
<td>Certifying Agency: Michigan Department of Transportation</td>
<td>Certification Date: 04/26/2007</td>
<td>Certification Type: Both</td>
<td>Darci McConnell</td>
<td>Phone: 313-237-0100; Fax: 313-237-0104; Email: <a href="mailto:darci@dmcconnell.com">darci@dmcconnell.com</a></td>
<td>400 Monroe St. Suite 610, Detroit, Michigan 48226</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ACDBE Public Relations / Media / Marketing Pub. Relations &amp; Advertise MDOT vendor #05882</td>
</tr>
<tr>
<td><strong>Metro Strategies, Inc.</strong></td>
<td>Certifying Agency: Detroit Department of Transportation</td>
<td>Certification Date: 02/05/2013</td>
<td>Certification Type: DBE</td>
<td>Terrence Hicks</td>
<td>Phone: 3136051789; Fax: n/a; Email: <a href="mailto:thicks@metrostrategies.org">thicks@metrostrategies.org</a></td>
<td>28467 Lathrup Blvd, Lathrup Village, Michigan 48076</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Work development, community outreach/relatons and training.</td>
</tr>
<tr>
<td><strong>N Touch Communications Group</strong></td>
<td>Certifying Agency: Wayne County</td>
<td>Certification Date: 11/07/2003</td>
<td>Certification Type: Both</td>
<td>Cheryl L. Hudson</td>
<td>Phone: (248) 423-9205, x223; Fax: (248) 423-9209; Email: <a href="mailto:chudson@ntouchgroup.com">chudson@ntouchgroup.com</a></td>
<td>21700 Northwestern Hwy, Suite 915, Southfield, Michigan 48075</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Advertising, marketing, public relations, graphic design, event planning, promotional products, wayfinding signage- DBE/ACDBE</td>
</tr>
<tr>
<td><strong>Nspiregreen, LLC</strong></td>
<td>Certifying Agency: Detroit Department of Transportation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Certification Date: 10/01/2014
Certification Type: DBE
Service Category: Consultant, Other
Chancee Lundy
Phone: 202-434-8921; Fax: 1-888-347-2417; Email: clundy@nspiregreen.com
Website: http://nspiregreen.com
601 Pennsylvania Ave. NW South Building Suite 900, Washington , D. of Columbia 20004
Work Description:
A Professional Consulting firm providing urban and regional planning, environmental services and public involvement.

Piper & Gold LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 08/03/2016
Certification Type: DBE
Service Category: Consultant
Kathleen Synder
Phone: 517-999-0820; Fax: 000-000-0000; Email: kate@piperandgold.com; Email 2;
Website: http://www.piperandgold.com
313 1/2 E. Grand River, Lansing, Michigan 48906
Work Description:
Public Relations

The McCormick Group, Inc.
Certifying Agency: Detroit Department of Transportation
Certification Date: 11/18/2011
Certification Type: DBE
Service Category: Consultant, Other
Mattie McCormick
Phone: 317-575-4126; Fax: 317-575-4180; Email: mccormickmatti@gmail.com; Email 2;
Email 3:
Website: http://www.mccormickgroup.com
7832 Timber Run Ct.,, Indianapolis, Indiana 46256
Work Description:
Public Involvement, Market Research and Advertising.

The Prewitt Group, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 03/01/2013
Certification Type: DBE
Service Category: Consultant, Other
Renee Prewitt
Phone: 248-515-1941; Fax: 248-757-2682; Email: Rprewitt@ThePrewittGroup.com; Email 2;
Email 3:
Website: http://ThePrewittGroup.com
4485 Chisholm Trail, Bloomfield Hills, Michigan 48301
Work Description:
Public Relations consulting, strategic communications, video production services, social media, media relations, special events office and business management.
MDOT Codes:
QB1 - Media/Marketing Pub Relation & Advertise

Communications (NAICS – 541840)

Avance Communications, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 12/16/2003
Certification Type: Both
Service Category: Airport Concessionaire, Construction, Other
Acquanetta Pierce
Phone: 313-961-0084; Fax: 313-961-5040; Email: ap@avancecommunications.com; Email 2;
Email 3:
Website: www.avancecommunications.com
535 Griswold St. The Buhl Building Ste. 111-222, Detroit, Michigan 48226

Work Description:
Strategic public relations, crisis communication programs, graphic design, video and multimedia presentation, newsletters. MDOT vendor #08469

Brooklyn Outdoor, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 02/26/2018
Certification Type: DBE
Service Category: Consultant
Candiced Simons
Phone: 248-705-6085; Email: candice@brooklynoutdoor.com
Website: http://brooklynoutdoor.com
413 North Harvey, Plymouth, Michigan 48170

Work Description:
Advertising Agencies, $15.0 Million. Media Representatives, $15.0 Million.

Cognos Advertising
Certifying Agency: SMART
Certification Date: 08/12/2005
Certification Type: DBE
Service Category: Other
Jim Holley
Phone: 313-871-2800; Fax: 313-972-2901; Email:
30 Josephine , Detroit, Michigan 48202

Work Description:
SMART Certified Advertising and Marketing; Media Buying; Direct Mail Advertising; Media Representative.

E. Austell Associates, Inc.
Certifying Agency: Michigan Department of Transportation
Certification Date: 01/30/2003
Certification Type: DBE
Service Category: Consultant
Elnora Austell
Phone: 248-661-0130 / 248-302-8017; Fax: 248-661-3321; Email: eaustell@comcast.net; Email 2: ; Email 3:
5412 S. Piccadilly Circle , West Bloomfield, Michigan 48322

Work Description:
Communications consultant. Advertising / media, marketing research, and public relations consulting services. MDOT vendor #05127

Metro Strategies, Inc.
Certifying Agency: Detroit Department of Transportation
Certification Date: 02/05/2013
Certification Type: DBE
Service Category: Consultant, Other
Terrence Hicks
Phone: 3136051789; Fax: n/a; Email: thicks@metrostrategies.org; Email 2: ; Email 3:
Website: http://www.metrostrategies.org
28467 Lathrup Blvd, Lathrup Village, Michigan 48076

Work Description:
Work development, community outreach/relations and training.

The Prewitt Group, LLC
Certifying Agency: Michigan Department of Transportation
Certification Date: 03/01/2013
Certification Type: DBE
Service Category: Consultant, Other
Renee Prewitt
Phone: 248-515-1941; Fax: 248-757-2682; Email: Rprewitt@ThePrewittGroup.com; Email 2: ; Email 3:
Website: http://ThePrewittGroup.com
4485 Chisholm Trail, Bloomfield Hills, Michigan 48301
Work Description:
Public Relations consulting, strategic communications, video production services, social media, media relations, special events office and business management.
MDOT Codes:
QB1 - Media/Marketing Pub Relation & Advertise
Attachment C: MONITORING AND ENFORCEMENT MECHANISMS

The following sections contain the standards, policies, practices and procedures RTA uses to assess whether a contractor is in compliance with regulatory and contract requirements applicable to DOT-assisted projects:

A. Contract Requirements and Remedies

Contract requirements and remedies are provided in this DBE program and by administrative policies, practices and procedures requirements in each contract. All contractors, as a condition of participation in any DOT-assisted contract, shall agree to the terms of this DBE program, and shall incorporate the DBE program and the DBE administrative policies, practices and procedures requirements into their contracts and subcontracts at all tiers.

1. Contracts Provisions - The RTA requires each project supported by DOT-assisted funds to include in its contract terms and conditions set forth in the RTA’s contract with the Contractor.

2. Auditing and Inspection - RTA reserves the right to audit the records and of its Contractors and any Subcontractors of any tier for the purpose of verifying the DBE participation and/or adherence to the DBE Program requirements. Contractors and Subcontractors shall permit access to their records at the request of RTA.

B. Regulatory Provisions

The federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE program, including, but not limited to, the following:

1. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises Department of Transportation Financial Assistance Programs; particularly, Subpart F, Compliance and Enforcement

2. 49 CFR Part 31 – Program Fraud Civil Remedies

3. 49 CFR Part 29 – Government-wide Debarment and Suspension (Non-Procurement) and Government-wide Requirements for Drug-Free Workplace

4. Prosecution pursuant to 18 USC 1001.
C. Findings of Non-Compliance and Administrative Sanctions

Contractors found not to be compliant with any part of the DBE program requirements shall be notified of RTA’s finding of Non-Compliance, in writing. The notice shall cite the DBE program requirement under which the contractor is noncompliant, state the date of the findings and the grounds on which the finding was made and state the category of sanctions being imposed.

Upon a finding of noncompliance, RTA may choose to impose sanctions including, but not limited to:

1. Suspension of Payment - RTA may suspend payment to the contractor of any monies held by it.

2. Termination of the Contract for Default.

3. Suspension and Debarment (49 CFR Part 29) - Information concerning the existence of a cause for suspension or debarment shall be reported, investigated and referred, when appropriate, to the proper official for consideration. After consideration, the official will issue the appropriate notice of proposed action.

D. Enforcement Mechanisms

The federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE program, including, but not limited to, the following:

1. Suspension or debarment proceedings pursuant to 49 CFR Part 26

2. Enforcement action pursuant to 49 CFR Part 31, and

3. Prosecution pursuant to 18 USC 1001.

E. Resolution of Disputes

In the event of a dispute between RTA and Contractor, the aggrieved party shall notify the other party of the dispute within fourteen (14) days after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall identify a senior member of its management to meet to resolve the dispute by direct negotiation or, if agreed to by the Parties, through mediation with a neutral third parties selected by the Parties. See Contract Article V, entitled DISPUTES.
Attachment D: DBE COMMERICIALLY USEFUL FUNCTION (CUF) CHECKLIST/FORM

In order for the participation of a DBE on a contract to be counted towards the contract goal, the DBE must perform a Commercially Useful Function (CUF). The DBE must be responsible for the execution of a distinct element of work on a contract and carries out its responsibilities by actually performing, managing, and supervising the work involved in accordance with normal industry practice. The work should be as described on the written subcontract between the Contractor and the Subcontractor.

Every DBE must be certified, at least once, as having performed a Commercially Useful Function (CUF) on every Federal-Aid contract in which they participate. If the DBE has completed work, left the site and returns in a new calendar year to perform more work, review and certify the Commercially Useful Function (CUF) again.

**Workforce**
The DBE employed a work force, separate and apart from that of the Contractor, other Subcontractors, or their affiliates. Check payrolls for flip-flopping of employees. Record the trade and number of employees on the Daily Work Report (DWR).

**Supervision**
The work performed by the DBE was controlled and supervised by the DBE without duplication of supervisory personnel from the Contractor, other Subcontractors, or their affiliates. Coordination with the Contractor’s supervisory personnel is expected.

**Material**
The DBE subcontractor obtained and provided material independently from the Contractor or their affiliates, based on the Material Certifications provided.

**Equipment**
The DBE subcontractor supplied equipment (owned, rented or leased). The equipment used was not obtained from the Contractor or their affiliates. Documentation such as rental agreements should be requested on exception if other evidence indicates possible compliance issue.

Some DBEs may not provide all of the elements listed above. The evaluation of a DBE Material Supplier should be based on material certifications provided. The evaluation of a DBE Professional Service should be based on the work product (e.g. Transit Service Study) provided.

The procedure requires that the attached certification form be signed by the person in the role of DBE compliance officer. By signing below the DBE Compliance officer as defined in the RTA DBE plan referenced below has reviewed the items above in reference to the work performed by the DBE firm on this project and found them to be providing a Commercially Useful Function (CUF) with respect to this contract.
If there are issues or questions concerning the performance or Commercially Useful Function certification for a DBE, contact the RTA (313) 402-1020 or the State of Michigan Department of Civil Rights, Capitol Tower Building, 110 W. Michigan Ave., Suite 800, Lansing, MI 48933, Phone: 517-335-3165, Fax: 517-241-0546, TTY: 517-241-1965 or by Email: MDCR-INFO@michigan.gov

Disadvantaged Business Enterprise Monitoring Certification

Date: __/__/____

________________________________________ hereby certifies that the DBE firm,
__________________________________________, working on Project No. ________________________ entitled
__________________________________________, has been monitored for compliance and meets the
regulatory requirements and conditions set forth in 49 CFR Part 26 and the RTA Disadvantaged Business
Enterprise Program Plan, as amended November 2018 Update.

Attest: Witness:

________________________________________

DBE Contract Compliance Officer
Attachment E: DBE COMMITMENT FORMS FOR RTA VENDORS

FORM 1: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner (please check the appropriate space):

_____ The bidder/offeror is committed to a minimum of ____ % DBE utilization on this contract.

_____ The bidder/offeror (if unable to meet the DBE goal of ____%) is committed to a minimum of ____ % DBE utilization on this contract a submits documentation demonstrating good faith efforts.

Name of bidder/offeror’s firm: ______________________________________

State Registration No. ____________________

By ___________________________________ ______________________

(Signature) Title

FORM 2: LETTER OF INTENT

Name of bidder/offeror’s firm: ______________________________________

Address:________________________________________________ City: ________________________ State: _______ Zip: ___

Name of DBE firm: ________________________________________

Address: _________________________________________________

City: ________________________________State: _______ Zip: _____

Telephone: ___________________

Description of work to be performed by DBE firm:

The bidder/offeror is committed to utilizing the above-named DBE firm for the work described above. The estimated dollar value of this work is $ ___________.

Affirmation

The above-named DBE firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By __________________________________________________________

(Signature) (Title)

If the bidder/offeror does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void. (Submit this page for each DBE subcontractor.)
ATTACHMENT F: MUCP DBE DIRECTORY

The following link will provide the reader with access to the Michigan Unified Certification Program, DBE searchable database - http://mdotjboss.state.mi.us/UCP/
ATTACHMENT G: REGULATIONS 49 CFR PART 26

The following link will provide the reader with all of the requirements of the Code of Federal Regulations with regard to Disadvantaged Business Enterprise: http://www.ecfr.gov/cgi-bin/text-idx?SID=63b26250d3fe883bcbf9e46bf57fddcb&mc=true&node=pt49.1.26&rgn=div5
ATTACHMENT H: FY2017-FY2019 DBE Goal Methodology Report
As required in 49 CFR Part 26 of the Code of Federal Regulations, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs, the Regional Transit Authority (RTA) of Southeast Michigan has completed its triennial review and set an overall goal for Disadvantaged Business Enterprise (DBE) participation for Fiscal Years (FYs) 2017 – 2019 contracts funded in whole or in part with Federal Transit Administration (FTA) funds. The recommended goal of 8.8% attained through 3.1% from race neutral participation and 5.7% from race-conscious measures reflects the relative availability of DBEs to participate in contracts and procurements projected by the RTA of Southeast Michigan.

The term “Marketplace” is defined as businesses located in the State of Michigan, that are both Disadvantaged Business Enterprises (DBE) and Non-Disadvantaged Business Enterprises, who are ready, willing and able to participate in RTA of Southeast Michigan contracts.

In accordance with 49 CFR Section 26.45, RTA’s proposed goal will be published in media outlets, listed in Appendix A.

**METHODOLOGY**

RTA considered a two-step process defined below to determine its DBE participation goal for FY2017-2019.

**STEP 1) Determine the Base Figure for the overall goal:**

- Calculate the relative availability of DBEs to perform the types of work forecasted by RTA of Southeast Michigan.
- Weight the respective contract dollars to be expended in each type of federally-assisted project or procurement.
- Determine the weighted DBE relative availability in the projected types of work.
- Aggregate the weighted availability figures to determine the base figure.

**STEP 2) Adjustments to the Base Figure:**

- Due to the difference in types of projects and projected costs of projects, the RTA will be making no adjustments to the Base Figure based on historical data or disparity studies.

Additionally, the methodology includes an explanation of how the forecasted overall goal will be achieved.
**Goal Calculation for FY2017-2019**

**STEP 1: Determine the Base Figure for the Overall Goal**

The RTA of Southeast Michigan determined that the Michigan Unified Certification Program (MUCP) database of Michigan DBEs and the 2016 United States (U.S.) Census Bureau data for Michigan provided relevant and reliable data to assess RTA’s marketplace availability to DBEs operating within RTA geographic area, and for identifying DBEs capable of completing or contributing to future RTA opportunities. This approach was taken for the following reasons:

- All DBEs certified to work in Michigan are tracked by type of work and by their approved North American Industry Classification System (NAICS) codes on the web-based MUCP database located at [www.michigan.gov/mucp](http://www.michigan.gov/mucp).
- The U.S. 2016 Economic Census data provides economy-wide statistics for Michigan, including the number of vendors by NAICS code on both a state-wide and county-wide basis. The county-wide data for the RTA’s area (Macomb, Oakland, Washtenaw and Wayne Counties) was aggregated to develop an RTA coverage area.

The RTA’s core services that are funded with partial/full federal funding is currently and anticipated during the triennial period to be limited to communications, public relations, engineering and planning/landscape architecture related services. As such the following NAICS codes were used to determine the base figure for RTA services:

- 541840 Communications
- 541820 Public Relations
- 541330 Engineering
- 541320 Urban Planning/Landscape Arch.

Table 1.0 lists the number of DBE firms willing and able to work in the market area for the defined RTA practice areas listed in the MUCP. Table 1.0 also lists the overall firms willing and able to work in the RTA coverage area defined by 2016 Census Data.

*Table 1.0 - DBE & Total Firms Working in the RTA Market Area*

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Project description</th>
<th># of DBE firms willing and able to work in market area</th>
<th># of overall firms willing and able to work in market area</th>
</tr>
</thead>
<tbody>
<tr>
<td>541840</td>
<td>Communications</td>
<td>6</td>
<td>24</td>
</tr>
<tr>
<td>541820</td>
<td>Public Relations</td>
<td>23</td>
<td>75</td>
</tr>
<tr>
<td>541330</td>
<td>Engineering</td>
<td>50</td>
<td>1000</td>
</tr>
<tr>
<td>541320</td>
<td>Urban Planning/Landscape Arch.</td>
<td>6</td>
<td>59</td>
</tr>
</tbody>
</table>

The following section provides a breakdown of available work for each of these areas:
a) Communications

For the defined triennial period, the RTA does not anticipate using any federal dollars for communications services. The RTA will continue to monitor future opportunities and this classification will be updated as part of future triennial DBE goals.

b) Public Relations

An estimated $62,000 is projected for FTA-assisted public relations opportunities during the defined period. This amount represents 8.14% of RTA’s total projected FTA budget. The DBE relative availability for Public Relations projects is 30.67%. The weighted DBE relative availability for Public Relations Projects is 2.50%. (See Table 2.0)

c) Engineering

An estimated $450,000 is projected for FTA-assisted Engineering Activities, representing 59.06% of RTA’s total projected FTA budget. The DBE relative availability for Engineering Activities is 5.00%. The weighted DBE relative availability for Engineering Activities is 2.95%. (See Table 2.0)

d) Planning/Landscape Architecture

An estimated $250,000 is projected for FTA-assisted Planning/Landscape Architecture, representing 32.81% of RTA’s total projected FTA budget. The DBE relative availability for Planning/Landscape Architecture is 10.17%. The weighted DBE relative availability for Planning/Landscape Architecture is 3.31%. (See Table 2.0)

### RTA of Southeast Michigan

#### Base Goal Calculation (FY2017-FY2019)

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Project Description</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>541840</td>
<td>Communications</td>
<td>6</td>
<td>24</td>
<td>25.00%</td>
<td>$250,000</td>
<td>2.50%</td>
<td>0.00%</td>
</tr>
<tr>
<td>541820</td>
<td>Public Relations</td>
<td>23</td>
<td>75</td>
<td>30.67%</td>
<td>$62,000</td>
<td>8.14%</td>
<td>2.50%</td>
</tr>
<tr>
<td>541330</td>
<td>Engineering</td>
<td>50</td>
<td>1000</td>
<td>5.00%</td>
<td>$450,000</td>
<td>59.06%</td>
<td>2.95%</td>
</tr>
<tr>
<td>541320</td>
<td>Urban Planning/Landscape Arch.</td>
<td>6</td>
<td>59</td>
<td>10.17%</td>
<td>$250,000</td>
<td>32.81%</td>
<td>3.31%</td>
</tr>
</tbody>
</table>

**Total** | 85| 1158| $762,000 | 100.00% | 8.78% |

7.34% Goal without weighting

8.78% Step 1 Weighted DBE Goal

Base Figure = \( \sum \frac{\text{Number of Ready and Willing and Able DBEs}}{\text{Number of All Ready and Willing and Able Firms}} \times \text{weight} \)
Based on the above data, the Step One base figure for FTA-assisted funds was calculated to be **8.8%**. *(See Table 3.0)*

<table>
<thead>
<tr>
<th>Types of Work Forecast for FY2017 - 2019</th>
<th>Weighted DBE Relative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications</td>
<td>0.0%</td>
</tr>
<tr>
<td>Public Relations</td>
<td>2.50%</td>
</tr>
<tr>
<td>Engineering</td>
<td>2.95%</td>
</tr>
<tr>
<td>Planning/Landscape Architecture</td>
<td>3.34%</td>
</tr>
<tr>
<td><strong>FTA Step One Base Figure (Sum of Types of Work)</strong></td>
<td><strong>8.79% or 8.8%</strong></td>
</tr>
</tbody>
</table>

**STEP 2: Adjustments to the Base Figure**

RTA will be making no adjustments to the Base Figure based on historical data or disparity studies, the DBE participation goal for the next tri-annual period will be set at **8.8%**.

The current projects RTA has planned for the FY2017 – FY2019 goal period are different enough compared to the projects from FY2016. Due to the difference in projects planned and the difference in funding levels for projects being continued or finished during this tri-annual period, RTA sees no reason to adjust the Base Figure using historical DBE participation from its previous DBE goal.

Evidence has shown that DBEs have participated in the past projects RTA has put out to bid, these DBEs have provided a wide range of goods and services with no evidence of disparity. No known statistical or anecdotal evidence of over utilization or under-utilization of disadvantaged businesses exists within the RTA coverage area.

**RTA has set a DBE goal of 8.8% for FY2017-2019**
**RECOMMENDATION for RACE-NEUTRAL (RN) MEANS**

The RTA expects to meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. We estimate that in meeting the overall goal of 8.8%, the RTA of Southeast Michigan will obtain 3.1% from race neutral participation and 5.7% from race-conscious measures.

The following is a summary of the basis of our estimated breakout of race-neutral and race-conscious DBE participation:

- In the previous triennial period, the RTA’s DBE goal was 11.59% of which 2% will be obtained from race-neutral participation and 9.59% through race-conscious measures.
- During this period, the RTA had an actual DBE participation of 11.87% of which 4.23% was race neutral.
- Based on these historical findings the RTA is recommending the split of 3.1% from race-neutral participation and 5.7% from race-conscious measures.

The RTA will consistently examine the effectiveness of using race-neutral means to ensure proper DBE participation and will continue to evaluate the rational for establishing a race neutral goal.

**Outreach to Minority and Women’s Groups**

The RTA conducted consultation with the following minority, women’s, and business organizations were coordinated with when establishing the RTA’s DBE goals. RTA sent correspondence out to the following groups to seek input on the FY-2017-FY2019 goal. Consultation is intended to review the proposed overall DBE goal, receive comments, to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and help the RTA build long-term contracting relationships with DBEs in the market area. In addition staff commits to participate in local events in the upcoming year to increase awareness of future RTA opportunities including those identified below.

- Detroit Chamber of Commerce
- Great Lakes Women’s Business Council
- Michigan Association for Female Entrepreneurs
- Michigan Hispanic Chamber of Commerce
- Michigan Department of Transportation
  - Including participation in MDOT’s Annual DBE Conference
- Southwest Detroit Business Association
- Conference of Minority Transportation Officials
- Women Impacting Public Policy

The RTA will also hold pre-bid conferences on all proposed contracts over $100,000. The RTA will invite DBEs certified by the Michigan Unified Certification Program (MUCP) to attend the pre-bid/proposal meetings where they can network with prime contractors, and request clarification on any questions that they may have concerning future RTA opportunities.
The RTA attends the Michigan Department of Transportation’s DBE conference and presents upcoming projects to DBE vendors, as well as networks with DBEs interested in bidding on RTA projects. RTA staff also attend Michigan Unified Certification Program (MUCP) quarterly meetings. The meetings are attended by DBE certifying agencies and other FTA covered entities in the State of Michigan. During these meetings any changes to the FTA’s DBE program are discussed, along with any ongoing DBE program related issues entities are experiencing.
Appendix A

Media

RTA’s announcement of its proposed DBE participation goal for FY2017 – 2019 will be published in the following media sources:

- The Michigan Chronicle
- Detroit News/Detroit Free Press

Web sites:

- [www.rtamichigan.org](http://www.rtamichigan.org)

Outreach Communications

Copy of a sample outreach communication sent to local and regional DBE stakeholders.
Public Notice:  RTA of Southeast Michigan Proposed DBE Goals
For FY 2017 – FY2019

The Regional Transit Authority of Southeast Michigan (RTA) has established a goal of 8.8% for its Disadvantaged Business Enterprises (DBE) Program for fiscal years 2017 through FY 2019. This goal will be attained through 3.1% from race neutral participation and 5.7% from race-conscious measures which reflects the relative availability of DBEs to participate in contracts and procurements projected by the RTA.

The proposed goal and its methodology have been developed in accordance with the Federal Transit Administration’s regulations 49 CFR Part 26. The goal and the methodology used to develop it are available for inspection from 8:30 a.m. to 4:30 p.m. Monday through Friday at RTA’s offices located at 1001 Woodward Avenue, Suite 1400, Detroit, Michigan. These materials will be available for 30 days following the date of this notice.

The RTA will accept comments on the goal for 45 days from the date of this notice. Inquiries may be directed to the following:

RTA of Southeast Michigan
1001 Woodward Avenue, Suite 1400
Detroit, Michigan 48226
Or e-mail to:  info@rtamichigan.org
September 12, 2018

Mrs. Regine Beauboeuf  
President - COMTO Michigan  
P.O. Box 32439  
Detroit, Michigan 48232

RE: RTA DBE Goal for FY 2017, FY2018 and FY2019

Dear Mrs. Beauboeuf,

The Regional Transit Authority of Southeast Michigan (RTA) in accordance with the requirements set forth in 49 CFR Part 26 is setting its Disadvantage Business Enterprise (DBE) Participation Goal for the Fiscal Years 2017, 2018 and 2019. This goal will be applied for projects funded in part by Federal funds for the remainder of FY2018 and FY2019. The proposed goal of 8.8% attained through 3.1% from race neutral participation and 5.7% from race-conscious measures reflects the relative availability of DBEs to participate in contracts and procurements projected by the RTA of Southeast Michigan. This proposed goal and the methodology (attached) have been developed by the RTA in accordance with federal requirements. Potential projects for this time period include planning studies, engineering analysis for potential future commuter rail investment and public participation assistance.

As a partner of the RTA, I’m reaching out to the Conference of Minority Transportation Officials (COMTO) Michigan Chapter to obtain your feedback on the draft goal, the state of the DBE market in Southeast Michigan and any other information that you would like to share with the RTA.

If COMTO would like to provide comments, please direct them to either: info@rtamichigan.org or 1001 Woodward Avenue, Suite 1400, Detroit, Michigan 48226 by October 19, 2018. We look forward to partnering with COMTO on future opportunities.

Sincerely,

Matt W. Webb, AICP  
Chief Operating Officer