

September 30, 2025

# **FY 2026-2028**

## **Overall DBE Three Year**

### **Goal Methodology**

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## FY 2026-2028 Overall DBE Three Year Goal Methodology

### Introduction

This document details the methodology used by Greater Richmond Transit System (GRTC) to establish its overall Disadvantaged Business Enterprise (DBE) Goal for Federal Transit Administration (FTA) assisted contracts for the three-year Federal Fiscal Year (FFY) goal period of 2026- 2028 (October 1, 2026 – September 30, 2028).

GRTC is a recipient of U.S. Department of Transportation (USDOT), Federal Transit Administration (FTA) funding. As a condition of receiving this assistance, GRTC must comply with FTA's DBE requirements. In accordance with Title 49 CFR Part 26; Participation by DBE's in USDOT programs, GRTC is required to develop and submit a triennial Overall DBE Goal for its FTA assisted projects.

This goal process begins by identifying FTA assisted contracts and subcontracts GRTC intends to award during the triennial period, followed by identifying availability of ready, willing, and able DBEs in relationship to all comparable businesses which are known to be available to compete for FTA-assisted contracts in GRTC's market area.

### Projected FTA-Assisted Contracts FFY26-FFY28

Table 1 represents GRTC's FTA-assisted Capital Projects Plan considered in preparing the goal methodology. It is anticipated that the capital projects listed in this table will be awarded during the triennial period, fiscal years 2026–2028.

Table 1

PROGRAM OF PROJECTS/ CAPITAL PLAN	FY 26	FY27	FY28	TOTAL FTA DOLLARS
Preventive Maintenance (Vehicle Parts & Maintenance)	\$5,600,000	\$5,600,000	\$5,600,000	\$16,800,000
Computer Hardware	\$38,836	\$428,400	\$81,200	\$548,436
Computer Software	\$2,675,971	\$448,971	\$408,371	\$3,533,313
Fleet ( Non Revenue Vehicles)	\$106,231	\$229,366	\$101,164	\$436,761
Transit Enhancements (Passenger Shelters, Benches, Trash Cans)	\$28,000	\$1,169,544	\$1,247,817	\$2,445,361
Shop Equipment	\$236,117	\$159,852	\$149,660	\$545,629
Third Party Studies	\$2,152,800	\$-	\$94,120,000	\$96,272,800
Construction	\$2,070,000	\$33,620,000	\$-	\$35,690,000
Security/Surveillance	\$16,000	\$28,000	\$-	\$44,000
Infrastructure	\$55,800	\$312,200	\$-	\$368,000
<b>TOTAL FTA FUNDED PROJECTS -SECTION 5307</b>	<b>\$12,979,755</b>	<b>\$41,996,333</b>	<b>\$101,708,212</b>	<b>\$156,684,300</b>

Table 2 represents capital projects broken down by contracting opportunities for each category listed in GRTC's Capital Plan in Table 1.

Table 2

Contracting Opportunities by Category	Total Federal Dollars
<b>Preventive Maintenance</b>	
<i>List Projects:</i>	
Vehicle Parts & Maintenance	\$ 16,800,000
<b>Computer Hard ware</b>	\$ -
<i>List Projects:</i>	\$ -
Radio System Upgrade Retrofit Two Way Radio	\$ 224,000
Server Replacement	\$ 140,000
Apollo Monitor Pilot -Onboard Surveillance Camara System	\$ 12,236
Clever Repair & replacement	\$ 42,000
Apollo Repair and replacement - Onboard Camera Surveillance Equipment	\$ 25,200
Luminator Destination Sign Repair and Replacement	\$ 49,000
IT Hardware PC Refresh- Desktops, Laptops, Monitors and Docking Stations	\$ 56,000
<b>Computer Software</b>	
<i>List Projects:</i>	
Annual IT software maint contracts (Admin)	\$ 474,154
Annual IT software maint contracts (Service)	\$ 698,880
Clever Insights - Clever RC+ Software Upgrade	\$ 50,680
Destination Sign Retrofit Project- Content Management System	\$ 84,000
Enterprise Resource Planning & Customer Relationship Management (ERP/ CRM) (Consult/Install)	\$ 2,165,600
Microsoft SCCM and SCOM Management Software	\$ 60,000
<b>Fleet (Non-Revenue Vehicles)</b>	
<i>List Projects:</i>	
Support Vehicle Replacement- Van, Sedan, SUV, Pickup Truck	\$ 341,497
Vehicle Support Equipment (Technology)	\$ 95,264
<b>Transit Enhancements (Bus Stop Amenities)</b>	
<i>List Projects:</i>	
BRT Station Repairs	\$ 84,000
Transit Infrastructure - Replacement Amenities- Trash Cans & Benches	\$ 50,050
Transit Infrastructure - Bus Stop Solar Lights	\$ 32,892
Transit Infrastructure - Install Passenger Shelters, Benches, Trash Cans	\$ 2,278,419

<b>Shop Equipment</b>	
<i>List Projects:</i>	
Bus Lifts	\$ 456,260
Various Shop Equipment	\$ 87,018
Tire Changing Bay Extension	\$ 2,351
<b>Third Party Studies</b>	
<i>List Projects:</i>	
Western Pulse BRT E&D	\$ 2,152,800
N/S BRT Engineering	\$ 8,280,000
N/S BRT Construction Phase I	\$ 84,000,000
N/S BRT Construction Phase II NEPA	\$ 1,840,000
N/S BRT Phase II Engineering	
<b>Construction</b>	
<i>List Projects:</i>	
Downtown Transfer Center A&E Services	\$ 9,800,000
West End Park N Ride	\$ 3,910,000
301 E Belt Blvd Renovations	\$ 140,000
Transit Infrastructure -Western Pulse BRT Extension Construction	\$ 21,840,000
<b>Security/Surveillance</b>	
<i>List Projects:</i>	
Property Security Assessment	\$ 16,000
Property Security Upgrade	\$ 28,000
<b>Infrastructure</b>	
<i>List Projects:</i>	
Carpet Replacement	\$ 140,000
Chiller upgrades	\$ 35,000
Concrete Pad for Equipment Storage Shed	\$ 25,000
Elevator Interior Upgrade	\$ 14,000
Plumbing Fixture Replacement	\$ 70,000
Replace Vinyl Floors	\$ 84,000
<b>Total FTA Funded Projects- Section 5307</b>	<b>\$ 156,684,301</b>

The information provided in Table 3 displays the categories of work and related North American Industry Classification System (NAICS) Code for purposes of weighting the categories of work based on staff cost estimates.

Table 3

NAICS Code		Description of Work	Amount of DOT funds on project:	% of total DOT funds (weight)
1	236220	301 E Belt Blvd Renovations	\$140,000.00	0.001
2	237310	BRT Station Repairs, West End Park N Ride, Western Pulse BRT Extension	\$25,834,000.00	0.165
3	238110	Concrete Pad for Equipment Storage Shed	\$25,000.00	0.000
4	238130	Transit Infrastructure - Replacement Amenities- Trash Cans & Benches, Install Passenger Shelters, Benches, Trash Cans	\$2,328,469.00	0.015
5	238220	Chiller Upgrades, Plumbing Fixture Replacement	\$105,000.00	0.001
6	238290	Tire Changing Extension, Elevator Interior Upgrade	\$16,351.00	0.000
7	333921	Bus Lifts	\$456,260.00	0.003
8	334111	Server Replacement	\$140,000.00	0.001
9	334220	Radio System Upgrade Retrofit Two Way Radio	\$224,000.00	0.001
10	335122	Transit Infrastructure-Bus Stop Solar Lights	\$32,892.00	0.000
11	336112	Support Vehicle Replacement	\$341,497.00	0.002
12	339950	Designation Sign Repair & Replacement	\$49,000.00	0.000
13	423120	Vehicle Parts and Gneneral Maintenance	\$16,800,000.00	0.107
14	423430	Desktops, Laptops, Monitors, and Docking Stations	\$56,000.00	0.000
15	423610	Shop Equipment, Property Security Upgrade	\$115,018.00	0.001
16	442210	Replacement of Vinyl Floor and Carpet	\$224,000.00	0.001
17	511210	Annual IT Software Maintenance Contracts- Admin, Annual IT Services Contracts -Service, Micorsoft SCCM and SCOM Management Software	\$1,233,034.00	0.008
18	518210	Destination Sign Retrofit	\$84,000.00	0.001
19	541310	Downtown Transfer Center A&E Services	\$9,800,000.00	0.063
20	541330	Western Pulse BRT Engineering and Design, N/S BRT Engineering, N/S BRT Construction Phase I, N/S BRT Construction Phase II NEPA	\$96,272,800.00	0.614
21	541511	Apollo Monitor Pilot, Apollo Repair and Replacement, Clever Repair and Replacement, Clever Insights Upgrade, Enterprise Resource Planning & Customer Relationship Management (ERP/CRM) Consult & Install , Vehicle Support Equipment	\$2,390,980.00	0.015
22	541690	Property Security Assessment	\$16,000.00	0.000
<b>Total FTA-Assisted Contract Funds</b>			<b>\$156,684,301.00</b>	<b>1</b>



## Defining GRTC’s Market Area

GRTC’s local market area for contracts is the state of Virginia where most of the contract dollars are expended, however some of our non-professional procurement vehicle parts are from bidders within the US.

## Goal Setting Methodology

The overall goal is developed by a two-step method set forth within the federal regulations as defined in 49 CFR Part 26.45.

### Step 1: Establishing the Base Figure

GRTC followed the prescribed federal methodology to determine a base figure.

GRTC looked at the availability of ready and willing DBE firms in each category code and looked at ALL ready and willing firms in each category code. This information was gathered through the Virginia Unified Certification Program (VAUCP) DBE Database of Certified Firms and the 2020 U.S. Census Bureau County Business Patterns Database. To ensure a comparable, GRTC used the same NAICS codes when compiling this information.

Next to determine the base figure GRTC considered the (local market area) in which the majority of its project’s dollars are expended. It was determined that the state of Virginia represents the local market area, however some non-professional procurements such as fareboxes and vehicle parts are from bidders within the US.

The base figure is derived by dividing the number of ready, willing, and able DBE firms identified in each work category by the number of ALL firms identified in each work category (relative availability) as shown in Table 4.

Ready, willing, and able DBE’s  
(Data source = VAUCP Directory)

All firms ready, willing, and able  
(Data source = CBP, includes DBEs and non –DBEs)

=Base Figure of 15.3%       $\frac{2,311 \text{ DBE's}}{15,150 \text{ Total Businesses}}$

Table 4

NAICS Code		Description of Work	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability	
1	236220	301 E Belt Blvd Renovations	278	1045	26.60%	
2	237310	BRT Station Repairs, West End Park N Ride, Western Pulse BRT Extension	277	327	84.71%	
3	238110	Concrete Pad for Equipment Storage Shed	107	479	22.34%	
4	238130	Transit Infrastructure - Replacement Amenities- Trash Cans & Benches, Install Passenger Shelters, Benches, Trash Cans	57	328	17.38%	
5	238220	Chiller Upgrades, Plumbing Fixture Replacement	57	2765	2.06%	
6	238290	Tire Changing Extension, Elevator Interior Upgrade	32	162	19.75%	
7	333921	Bus Lifts	2	21	9.52%	
8	334111	Server Replacement	2	3	66.67%	
9	334220	Radio System Upgrade Retrofit Two Way Radio	3	19	15.79%	
10	335122	Transit Infrastructure-Bus Stop Solar Lights	1	9	11.11%	
11	336112	Support Vehicle Replacement	0	0		
12	339950	Designation Sign Repair & Replacement	18	126	14.29%	
13	423120	Vehicle Parts and General Maintenance	3	244	1.23%	
14	423430	Desktops, Laptops, Monitors, and Docking Stations	35	174	20.11%	
15	423610	Shop Equipment, Property Security Upgrade	91	273	33.33%	
16	442210	Replacement of Vinyl Floor and Carpet	0	271	0.00%	
17	511210	Annual IT Software Maintenance Contracts-Admin, Annual IT Services Contracts -Service, Microsoft SCCM and SCOM Management Software	17	494	3.44%	
18	518210	Destination Sign Retrofit	133	641	20.75%	
19	541310	Downtown Transfer Center A&E Services	64	465	13.76%	
20	541330	Western Pulse BRT Engineering and Design, N/S BRT Engineering, N/S BRT Construction Phase I, N/S BRT Construction Phase II NEPA	417	2309	18.06%	
21	541511	Apollo Monitor Pilot, Apollo Repair and Replacement, Clever Repair and Replacement, Clever Insights Upgrade, Enterprise Resource Planning & Customer Relationship Management (ERP/CRM) Consult & Install, Vehicle Support Equipment	405	4080	9.93%	
22	541690	Property Security Assessment	312	915	34.10%	
<b>Combined Totals</b>			<b>2311</b>	<b>15150</b>	<b>15.25%</b>	<b>Overall availability of DBEs</b>

GRTC then weighed the base figure considering the overall portion of funds and the availability of DBEs represented by each NAICS code. The result of the weighted base figure calculation is 14.8% as shown in Table 5 below.

Table 5

NAICS Code	Description of Work	Weight	x	Avail- ability of DBEs	Weighted Base Fig- ure
1 236220	301 E Belt Blvd Renovations	0.001	x	0.266	0.000
2 237310	BRT Station Repairs, West End Park N Ride, Western Pulse BRT Extension	0.165	x	0.847	0.140
3 238110	Concrete Pad for Equipment Storage Shed	0.000	x	0.223	0.000
4 238130	Transit Infrastructure - Replacement Amenities- Trash Cans & Benches, Install Passenger Shelters, Benches, Trash Cans	0.015	x	0.174	0.003
5 238220	Chiller Upgrades, Plumbing Fixture Replacement	0.001	x	0.021	0.000
6 238290	Tire Changing Extension, Elevator Interior Upgrade	0.000	x	0.198	0.000
7 333921	Bus Lifts	0.003	x	0.095	0.000
8 334111	Server Replacement	0.001	x	0.667	0.001
9 334220	Radio System Upgrade Retrofit Two Way Radio	0.001	x	0.158	0.000
10 335122	Transit Infrastructure-Bus Stop Solar Lights	0.000	x	0.111	0.000
11 336112	Support Vehicle Replacement	0.002	x	0.000	
12 339950	Designation Sign Repair & Replacement	0.000	x	0.143	0.000
13 423120	Vehicle Parts and Gneral Maintenance	0.107	x	0.012	0.001
14 423430	Desktops, Laptops, Monitors, and Docking Stations	0.000	x	0.201	0.000
15 423610	Shop Equipment, Property Security Upgrade	0.001	x	0.333	0.000
16 334111	Replacement of Vinyl Floor and Carpet	0.001	x	0.667	0.001
17 334220	Annual IT Software Maintenance Contracts-Admin, Annual IT Services Contracts -Service, Micorsoft SCCM and SCOM Management Software	0.001	x	0.158	0.000
18 335122	Destination Sign Retrofit	0.000	x	0.111	0.000
19 336112	Downtown Transfer Center A&E Services	0.002	x	0.000	
20 339950	Western Pulse BRT Engineering and Design, N/S BRT Engineering, N/S BRT Construction Phase I, N/S BRT Construction Phase II NEPA	0.000	x	0.143	0.000
21 423120	Apollo Monitor Pilot, Apollo Repair and Replacement, Clever Repair and Replacement, Clever Insights Upgrade, Enterprise Resource Planning & Customer Relationship Management (ERP/ CRM) Consult & Install , Vehicle Support Equipment	0.107	x	0.012	0.001





22	541690	Property Security Assessment	0.000	x	0.201	0.000
					<b>Total</b>	0.148
					Expressed as a % (*100)	14.80%
					<b>Rounded, Weighted Base Figure:</b>	14.8%

Step 2: Adjusting the Base Figure

In accordance with the guidance on DBE goal setting, adjustment to the step 1 Base Figure must be considered, but not required, to make it as precise as possible. To determine whether this adjustment is needed or not, GRTC examined the following available evidence in accordance with 49 CFR 26.45(d):

- Past DBE goal achievement in GRTC’s contracting opportunities.
- Findings in the Disparity Study for the Commonwealth of Virginia Final Report 2020 that analyzed Minority and Women Owned Business Enterprises (M/WBE’s) utilization and availability.

**Past DBE Goal Achievement**

GRTC’s past DBE goal attainment for FY 2022-2024 is shown in Table 6 below:

Table 6

Federal Fiscal Year (FFY)	Attainment %
2022	5%
2023	2%
2024	12%
Median DBE Attainment	5%

The results of the three-year DBE goal attainment for FY 2022-2024 reflect a median value of five (5) percent. The median percentage is determined by the middle percentage for the past three (3) years. To determine the median percentage of the past three (3) years, we must arrange the goal attainment from lowest to highest (2%,5%,12%). In this case, the middle value is 5%. As shown in Table 6, median past DBE participation achieved was 5%.

After the determination of the median value, GRTC took the median (5%) DBE participation and averaged it with the base figure (14.8%) for its overall DBE goal.

FFY 2026-2028 base figure 14.8% + median past participation of 5.0 % / 2 = 10%



## Disparity Study

There is no single “Commonwealth of Virginia Disparity study 2025” with results; rather, individual localities like Newport News and Virginia Beach are conducting their own studies in 2025, and state-level disparity goals established in 2021 are being worked towards, with new legislation effective in 2026 mandating future state-level studies every five years. The most recent statewide disparity study results were announced in 2021 under Governor Northam, leading to goals for increased SWaM (Small, Women-owned, and Minority-owned) business participation in state contracting, with the results of this ongoing process to be more fully addressed by a new 2026 state law.

GRTC proposed overall three-year DBE goal is 10%.

## Race-Neutral Versus Race-Conscious Breakdown

DBE Program guidelines at 49 CFR Part 26.51(a) states, “You must meet the maximum feasible portion of your overall goal by using race-neutral means of facilitating race-neutral DBE participation. Race-neutral DBE participation includes any time a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE contract goal.”

In determining the race neutral/race conscious split for FFY 2026-2028, GRTC staff reviewed semi-annual reports for FFY2022-2024 to determine race-neutral/race-conscious dollars awarded over three (3) fiscal years, illustrated below in Table 7.

**Table 7**

FFY Reports	Total Contract Dollars Awarded	Total Dollars to DBE's	Total Race Conscious Dollars Awarded	Total Race Neutral Dollars Awarded	DBE Goal	DBE Goal Attainment
<b>2022</b>						
1-Jun	\$ 3,429,418	\$ 346,270	0	\$ 346,270	8%	10.1%
1-Dec	\$ 42,096,223	\$ 1,817,881	\$ 1,817,881	0	8%	4.3%
Total	\$ 45,525,641	\$ 2,164,151	\$ 1,817,881	\$ 346,270		
<b>2023</b>						
1-Jun	\$ 5,166,613	\$ 41,774	\$ 41,774	0	1.9%	0.81%
1-Dec	\$ 2,771,538	\$ 132,655		\$ 132,655	1.9%	5%
Total	\$ 7,938,151	\$ 174,429	\$ 41,774	\$ 132,655		
<b>2024</b>						
1-Jun	\$ 6,367,164	\$ 638,806	0	\$ 638,806	1.9%	10.1%
1-Dec	\$ 77,716,363	\$ 9,236,342	0	\$ 9,236,342	1.9%	11.9%
Total	\$ 84,083,527	\$ 9,875,148	0	\$ 9,875,148		



Based on DBE attainment for the past 3 years, GRTC estimates that, in meeting its overall goal of 10%, it will obtain 10% from race-neutral participation and 0% through race-conscious measures. The estimated breakout of race-neutral and race-conscious DBE participation is based on GRTC's

previous years DBE goal achievement. As shown in Table 7 above, the majority of GRTC's DBE participation has been achieved through race neutral means over the past three years.

As a result, the proposed overall DBE goal for FY 2026-2028 will consist of 10% race-neutral only program.

GRTC will continue its efforts to meet the maximum feasible portion of its overall goal using the following race-neutral means:

- Ensuring participants at pre-solicitation meetings are informed of GRTC's DBE Program.
- Posting information on upcoming contracting opportunities on GRTC's website and generating project specific emails to GRTC's registered bidders list.
- Ensuring circulation of the Virginia Unified Certification Program (VAUCP) DBE Directory to all potential contractors by listing the VAUCP website in solicitation documents.
- Hosting outreach events to share information on upcoming contracting opportunities as well as encouraging networking.

In accordance with 26.45, GRTC Staff recommends: FY 2026-2028, GRTC is proposing an overall DBE goal of 10% using race neutral measures.