



DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

**YORK ADAMS TRANSPORTATION AUTHORITY
YORK, PA**

August 2014

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**YORK COUNTY TRANSPORTATION AUTHORITY
POLICY STATEMENT**

Section 26.1, 26.23 Objectives / Policy Statement


The York County Transportation Authority (dba rabbittransit) 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 YCTA has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the YCTA has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the YCTA to ensure that DBEs are 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 Controller, Bonnie Stine has been delegated as the DBE Liaison Officer. In that capacity, the Controller is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the YCTA in its financial assistance agreements with the Department of Transportation.

YCTA has disseminated this policy statement to Board of Directors and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts. This includes outreach to local trade associations, business networks, and regional Chambers of Commerce. YCTA's program is also presently available in digital form on the rabbittransit website.


Richard Farr, Executive Director

8-4-2014
Date

SUBPART A – GENERAL REQUIREMENTS

Section 26.1, 26.23 Objectives

The objectives are found in the policy statement on the first page of this program.

Section 26.3 Applicability

The YATA is the recipient of federal transit funds authorized by Titles I, III, V, and VI of ISTEA, Pub. L. 102-240 or by Federal transit laws in Title 49, U.S. Code, or Titles I, II, and V of the Teas-21, Pub. L. 105-178.

Section 26.5 Definitions

The YATA will adopt the definitions contained in Section 26.5 of Part 26 for this program.

Section 26.7 Non-discrimination Requirements

The YATA 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 its DBE program, the YATA 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.

Section 26.11 Record Keeping Requirements

Uniform Report of DBE Awards or Commitments and Payments: 26.11(a)

YATA will report DBE participation to the *FTA* using the Uniform Report of DBE Awards or Commitments and Payments, found in Appendix B to the DBE regulation.

Bidders List: 26.11(c)

The YATA will create a bidders list, consisting of information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders' list approach to calculating overall goals. The bidder list will include the name, address, and DBE status

YATA will collect this information in any of the following ways:

1. Prime bidders must report names, addresses, and NAICS codes of all firms who quote them on subcontracts.
2. Prime bidders must report the names, addresses, firm status, age, and annual gross receipts of all firms solicited.
3. Firms quoting for subcontracting opportunities must report the name, address, firm status, age, and its annual gross receipts to YATA.

Section 26.13 Assurances

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

Federal Financial Assistance Agreement Assurance: 26.13(a)

YATA 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 recipient'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 YATA of its failure to carry out its approved program, the Department may impose sanction 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.

Contract Assurance: 26.13b

We will ensure that the following clause is placed in every DOT-assisted contract and subcontract: 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.

SUBPART B – ADMINISTRATIVE REQUIREMENTS

Section 26.21 DBE Program Updates

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

Section 26.25 DBE Liaison Officer (DBELO)

We have designated the following individual as our DBE Liaison Officer:

Bonnie Stine, Controller
1230 Roosevelt Avenue York, PA 17404
(717) 849-0709
bstine@rabbittransit.org

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that the YATA complies with all provision of 49 CFR Part 26. The DBELO has direct, independent access to the Executive Director concerning DBE program matters. An organization chart displaying the DBELO's position in the organization is found in Attachment 1 to this program.

The DBELO is responsible for developing, implementing and monitoring the DBE program, in coordination with other appropriate officials. The DBELO has a staff of three (3) to assist in the administration of the program. 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. Works with all departments to set overall annual goals.
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 attainment and identifies ways to improve progress.
6. Analyzes YATA's progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the governing body on DBE matters and achievement.
9. Chairs the DBE Advisory Committee.
10. Participates in pre-bid meetings.
11. Provides DBEs with information and assistance in preparing bids, obtaining bonding and insurance.
12. Plans and participates in DBE training seminars.
13. Certifies DBEs according to the criteria set by DOT and acts as liaison to the Uniform Certification Process in Pennsylvania.
14. Provides outreach to DBEs and community organizations to advise them of opportunities.
15. Maintains the YATA's updated directory on certified DBEs.

Extending beyond the explicit duties defined by the DBE program, the DBELO has responsibility regarding efforts to engage and foster the participation of small businesses.

Section 26.27 DBE Financial Institutions

It is the policy of the YATA 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 will evaluate the availability of DBE financial institutions every two years.

To date we have not identified any such institutions. In the case that a future review found such institutions, the DBELO will be the point of contact for information.

Section 26.29 Prompt Payment Mechanisms

Prompt Payment: 26.29(a)

The YATA will include the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contract receives from YATA. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the YATA. This clause applies to both DBE and non-DBE subcontracts.

Retainage: 26.29(b)

The prime contractor agrees to return retainage payments to each subcontractor within 30 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 YATA. This clause applies to both DBE and non-DBE subcontracts.

Monitoring and Enforcement: 26.29(d)

The YATA has established, to monitor and enforce that prompt payment and return of retainage is occurring, a monthly DBE statement to be completed by the contractor. This statement is submitted to YATA for the purpose of recording of prompt payment and successful completion of work duties assigned to DBEs. Furthermore, depending on the size and scope of the work performed, construction management consultants may be used.

The Contractor shall notify YATA in writing of any delay or postponement of payment beyond thirty (30) days and such written notification shall set forth, with appropriate documentation, the full details of the reasons upon which the Contractor is basing its actions. YATA shall not be obligated to make a progress payment or a final payment to a Contractor who has failed to make payments promptly to its subcontractors for work performed, and for which YATA has made payment, without good cause.

The remedies YATA has available to enforce the DBE requirements contained in its contracts include, but are not limited to, the following:

1. Breach of contract action pursuant to the terms of the contract. The intent of proceeding will be to initiate corrective action on the part of the contractor. If the corrective action is not implemented, the contractor will be terminated in accordance with the terms of the contract.
2. Inform the Pennsylvania Department of Transportation of any false, fraudulent, or dishonest conduct regard the DBE Program.

Beyond the power of YATA within the contract terms, the Federal government has available the following mechanisms that apply to firms participating in the DBE program:

1. Suspension or debarment proceedings pursuant to 49 CFR Part 26.
2. Enforcement action pursuant to 49 CFR Part 31.

3. Prosecution pursuant to 18 USC 1001.

Section 26.31 DBE Directory

The YATA maintains a directory identifying all firms eligible to participate as DBEs. The directory lists the firm's name, address, phone number, and the type of work the firm has been certified to perform as a DBE. We revise the Directory annually. The Directory can be found in Attachment 2 to this program document. Beyond a collection of available DBEs, YATA also strives to compile and update its list of capable DBEs as contract opportunities develop.

Section 26.33 Overconcentration

YATA has not identified that overconcentration exists in the types of work that DBEs perform. Assessments were based on market concentration of prospective contracting opportunities in methodology.

We will re-evaluate for overconcentration every two years or as deemed necessary by the DBELO.

Section 26.35 Business Development / Mentor-Protégé Program

YATA has not established a business development program. We will re-evaluate the need for such a program every 2 years.

Section 26.37 Monitoring and Enforcement Mechanisms

The YATA will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26:

1. We will bring to the attention of the Department of Transportation 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 26.109.
2. We will consider similar action under our own legal authorities, including responsibility determinations in future contracts.
3. We will also provide a monitoring and enforcement mechanism to verify that work committed to DBEs at contract award is actually performed by the DBEs. YATA will require contractors to submit regular reports of the actual payments made to DBE firms for work committed to them at the time of contract award. As provided for in 49 CFR Part 26.37, YATA will provide a written certification for the project file confirming that YATA has reviewed contracting records and monitored work sites. This will occur for each contract/project on which DBEs are participating.
4. We will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.
5. YATA will review that the work contracted to DBEs is actually performed by the DBEs via periodic on-site reviews and, depending upon the scope of the project, a consultant involved in the construction management services.

Section 26.39 Small Business Participation

The YATA has incorporated the following non-discriminatory element to its DBE program, in order to facilitate competition on DOT-assisted public works projects by small business concerns (both DBEs and non-DBE small businesses):

During its normal course of business, rabbittransit currently utilizes small businesses in such areas as custodial services, landscaping services, printing and the purchase of select electrical supplies. The use of small businesses by rabbittransit reflects the size of the contracts available and the desire to use local businesses.

On the other hand, there are limited opportunities for small business participation in terms of numbers and contract values since rabbittransit is a relatively small authority; rabbittransit operates under 50 fixed route buses. The maintenance and servicing of a bus fleet will require the purchase of bus parts and supplies (diesel fuel) from vendors who can provide these parts and supplies. rabbittransit's future capital improvement program focuses on vehicle procurements.

rabbittransit will continue to foster small business participation and will seek to enhance the participation by small businesses in rabbittransit contracts. This policy will be disseminated to those individuals within the Authority responsible for operating and capital funded procurements.

The DBELO will identify possible areas for small business participation based on the Authority's approved operating and capital budgets.

For the operating budget-funded contracts, the DBELO and the Director of Maintenance will meet twice a year to identify possible opportunities for small businesses based on the approved budget and upcoming plans. Such a meeting will also reinforce the importance of continuing to use small businesses rabbittransit currently has under contract or uses who are responsive and responsible. One meeting will occur in June prior to the beginning of the fiscal year and the second meeting will be held six months later in December.

As capital projects are advanced, the Planning and Procurement Manager will review the scope of the project, along with the engineer or architect if one is being used, to determine whether there will be opportunities for participation by small businesses and whether based on the scope of the project there is a reasonable approach for encouraging small business participation, such as requiring the prime contractor to provide subcontracting opportunities of a size that small businesses can reasonably perform on prime contracts not having DBE contract goals. At a minimum, if there are subcontracting opportunities in the project being advanced, the procurement documents will encourage the use of small businesses. In addition, a number of the race-neutral

means described in Section I.(5) for increasing DBE participation will also have a positive impact on small business participation. rabbittransit will develop an inventory of current businesses who supply services, parts or equipment. Information will be sought to assist in determining whether these businesses qualify as a small business. The definition of small business as developed by the Small Business Administration (SBA) and the DOT will be used as the basis in making this determination. rabbittransit will seek confirmation from the SBA and DOT as to the applicable size limits. rabbittransit is aware a firm is not an eligible DBE in any Federal fiscal year if the firm (including its affiliates) has had average annual gross receipts over the firm's previous three fiscal years in excess of \$22.41 million. rabbittransit also understands this figure is adjusted annually to reflect inflation (49 CRF Part 26.65).

As contracts are let in the future, rabbittransit will track contracts that are awarded to small businesses.

With the approval of the small business element by the DOT, the small business policy will be disseminated and the first meeting of the DBELO and the Director of Maintenance will occur. The inventory of current contracts will be completed within sixty (60) days. The tracking of awarded contracts will begin upon the completion of the current contracts inventory.

SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Section 26.43 Set-asides or Quotas

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

Section 26.45 Overall Goals

In accordance with Section 26.45, the YATA will submit its triennial overall DBE goal to the *FTA* on August 1 of 2014 as specified by the *FTA or the 2015-2017 fiscal years*. This will be explained in greater detail using Attachment 4 regarding goal methodology. In summary, YATA determined its 2015-2017 fiscal period DBE goal to be **4.9%**.

YATA will also request use of project-specific DBE goals as appropriate, and/or will establish project-specific DBE goals as directed by the *FTA*.

The process generally used by YATA to establish overall DBE goals is as follows:

1. Establishing a base figure of DBE availability through collection of:
 - a. Disadvantaged Business Enterprises (DBEs) through the state directory and local resources noted in Attachment 2.
 - b. Census Bureau data via the County Business Pattern (CBP) data base to determine the number of firms within YATA's service area.

- c. Use of previous bidder data.
 - d. Disparity studies, if available.
 - e. Input of local businesses and public.
2. Determine what adjustments, if any, are deemed necessary by:
 - a. Reviewing previous and regional DBE participation, where applicable.
 - b. Recognizing the ratio of capable DBEs vs. total DBEs
 - c. Recognizing the ratio of capable firms to total firms
 - d. Weighing the base DBE ratio to adjust for the value of contracts.

Section 26.45(g) Public Participation

Before establishing the overall goal, YATA will consult with local business groups, such as the York Chamber of Commerce, Crispus Attucks, etc., to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the YATA’s efforts to establish a level playing field for the participation of DBEs.

Following this consultation, we will publish a notice of the proposed overall goals, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at your principal office for 30 days following the date of the notice, and informing the public that you and DOT will accept comments on the goals for 45 days from the date of the notice. The YATA DBE goals were presented through the York Daily Record and Gettysburg Times newspapers, the Women’s Network of York, the Crispus Attucks Association, the York Builders’ Association, and York SCORE Association. Normally, we will issue this notice by June 1 of each year. The notices included addresses to which comments may be sent and addresses where the proposal may be reviewed.

Our 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, worksheets, etc., used to develop the goal; a summary of information and comments received during this public participation process and our responses; and proof of publication of the goal in the media outlets listed above.

We will begin using our overall goal on October 1 of the specified year, unless we have received other instructions from DOT. If we establish a goal on a project basis, we will begin using our goal by the time of the first solicitation for a DOT-assisted contract for the project. Our goal will remain effective for the duration of the three-year period established and approved by the *FTA*.

Section 26.47 Goal Setting Accountability

If the awards and commitments shown on YATA’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, we 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.

Section 26.49 Transit Vehicle Manufacturers Goals

YATA will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of this section. Alternatively, YATA may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the TVM complying with this element of the program.

Section 26.51 Meeting Overall Goals/Contract Goals

The YATA will meet the maximum feasible portion of its overall goal using race-neutral means of facilitating DBE participation. In order to do so, YATA will follow the guiding methods presented in section 26.51.

The YATA will use contract goals to meet any portion of the overall goal YATA does not project being able to meet using 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 our overall goal that is not projected to be met through the use of race-neutral means. We will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. We need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work.)

Breakout of Estimated Race-Neutral and Race-Conscious Participation

YATA will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The following race-neutral means will be used:

- Encouraging prime contractors to subcontract portions of the work where feasible
- Arranging solicitations, time to present bids/proposals, bid quantities, specifications, quantities and delivery schedules to facilitate DBE and small business participation where feasible
- Simplifying or reducing bonding requirements where feasible
- Providing information to bidders on potential subcontractors where feasible
- Offering instructions on bid specifications, procedures, and general bidding requirements

Rabbittransit anticipates meeting the entire **4.9%** overall goal by race/gender neutral means. This determination is based on the amount of DBE participation in DOT-assisted contracts during prior fiscal years achieved without establishing goals for specific contracts, as well as the potential DBE contractible opportunities when considering the projected operating and capital expenditures. As the fiscal year progresses and DBE participation is monitored, rabbittransit will consider a race/gender-conscious goal for specific contracts, if warranted, in order to achieve the overall goal.

Section 26.53 Good Faith Efforts Procedures

Award of Contracts with a DBE Contract Goal: 26.53(a)

In those instances where a contract-specific DBE goal is included in a procurement/solicitation, YATA 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 it has made sufficient good faith efforts prior to submission of its bid.

Evaluation of Good Faith Efforts: 26.53(a) & (c)

The YATA DBELO and assigned staff are responsible for determining whether a bidder/offeror who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsible. YATA will regard the considerations presented in Appendix A part 26 as guidance as to the effective employment of good faith efforts.

The following will be considered successful good faith efforts in soliciting DBEs:

1. Soliciting through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBEs who have the capability to perform the work of the contract. The bidder must solicit this interest within sufficient time to allow the DBEs to respond to the solicitation.
2. Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved.
3. Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
4. Negotiating in good faith with interested DBEs. A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration.
5. Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities.
6. Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or contractor.
7. Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.
8. Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and Federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.

In determining whether a bidder has made good faith efforts, YATA may take into account the performance of other bidders in meeting the contract. For example, when the apparent successful bidder fails to meet the contract goal, but others meet it, you may reasonably raise the question of whether, with additional reasonable efforts, the apparent successful bidder could have met the goal.

We will ensure that all information is complete and accurate and adequately documents the bidder/offer's good faith efforts before we commit to the performance of the contract by the bidder/offeror.

Information to be Submitted: 26.53(b)

YATA treats bidder/offers' compliance with good faith efforts' requirements as a matter of responsibility.

Each solicitation for which a contract goal has been established will require the bidders/offerors 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 will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractors commitment and
6. If the contract goal is not met, evidence of good faith efforts.

Administrative Reconsideration: 26.53(d)

Within 14 days of being informed by YATA that it is not responsible because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration.

Bidder/offerors should make this request in writing to the following reconsideration official:

Rich Farr, Executive Director
1230 Roosevelt Avenue York, PA 17404
(717) 849-0709
rfarr@rabbittransit.org

The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with our reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do. We will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good Faith Efforts when a DBE is Terminated/Replaced on a Contract with Contract Goals: 26.53(f)

YATA requires that prime contractors not terminate a DBE subcontractor listed on a bid/contract with a DBE contract goal without YATA'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 YATA 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 YATA prior to consideration of the request to terminate. The DBE will then have five (5) days to respond and advise YATA of why it objects to the proposed termination. The five day period may be reduced if the matter is one of public necessity e.g., safety.

In those instances where "good cause" exists to terminate a DBE's contract, YATA will require the prime contractor to 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. We will require the prime contractor to notify the DBE Liaison officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, we will require the prime contractor to obtain our prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the contractor fails or refuses to comply in the time specified, our contracting office will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

Sample Bid Specification:

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 YATA 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.

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.

Section 26.55 Counting DBE Participation

We will count DBE participation toward overall and contract goals as provided in 49 CFR 26.55.

SUBPART D – CERTIFICATION

CERTIFICATION (49 CFR Parts 26.61 - 26.91)

As a recipient of FTA funding, YATA is a member of the PA UCP. The following is the description presented by the PA UCP website:

The purpose of the Pennsylvania Unified Certification Program (PA UCP) is to provide “one-stop shopping” for firms seeking certification as a Disadvantaged Business Enterprise (DBE) in accordance with 49 CFR Part 26 and as an Airport Concession Disadvantaged Business Enterprise (ACDBE) in accordance with 49 CFR Part 23. The PA UCP makes all certification decisions on behalf of all agencies and organizations in the Commonwealth with respect to participation in the DBE and ACDBE Programs. In other words, firms certified as a DBE or ACDBE with the PA UCP are eligible to participate on any Federal Aviation Administration (FAA), Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) funded contract as a Disadvantaged Business Enterprise or Airport Concession Disadvantaged Business Enterprise.

All parties interested and feel they are within compliance with the requirements pursuant to 49 CFR 26 will be directed to the applicable forms recognized in Attachment 6. YATA will make reasonable efforts to assist businesses in this process.

Certification Process

The following summary of certification procedure was collected via the PA UCP website:

Minority and women businesses interested in being certified by the PA Unified Certification Program (PA UCP) must submit an application to one of the [Certifying Participants](#). Instructions and applications are available for your convenience on this website and may be printed. Applications may also be obtained by contacting any of the [Certifying Participants](#).

The application must be mailed or physically delivered to one of the [Certifying Participants](#). The application must be signed and notarized. The application must also be complete and include all of the supportive documentation. All applications will be reviewed and verified. Additional information may be requested and an on-site interview will be conducted prior to a final decision.

Please feel free to [contact us](#) with questions regarding the PA UCP.

Please be advised that the PA UCP is not required to process an application for certification from a firm having its principal place of business outside the State of Pennsylvania. If your firm’s principal place of business is outside of Pennsylvania, the Unified Certification Program in that State must first certify your firm. In the event that your State’s Unified Certification Program is not approved by U.S. Department of Transportation, the PA UCP may accept your current certification from your State’s Department of Transportation or another agency within your State certifying in accordance with 49 CFR Parts 23 & 26.

For more information about the certification process or to apply for certification, firms should contact a Certifying Participant mentioned above or the following:

Jocelyn I. Harper
Director, Bureau of Equal Opportunity, PA DOT Commonwealth Keystone Building
400 North St., 5th Floor
Harrisburg, Pennsylvania 17120-0041
(717) 787-5891 or 800-468-4201
(717) 772-4026
jocharper@state.pa.us

Appealing a Certification Decision

Any firm or complainant may appeal a PAUCP decision in a certification matter to the DOT. Such appeals may be sent to:

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

YATA will promptly implement any DOT certification appeal decisions affecting the eligibility of DBEs for our DOT-assisted contracting.

SUBPART E – COMPLIANCE AND ENFORCEMENT

Section 26.109 Information, Confidentiality, Cooperation

We will safeguard from disclose to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law.

Notwithstanding any contrary provisions of state or local law, we will not release personal 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

We 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 YATA or DOT. This reporting requirement also extends to any certified DBE subcontractor.

We will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts states in the schedule of DBE participation.

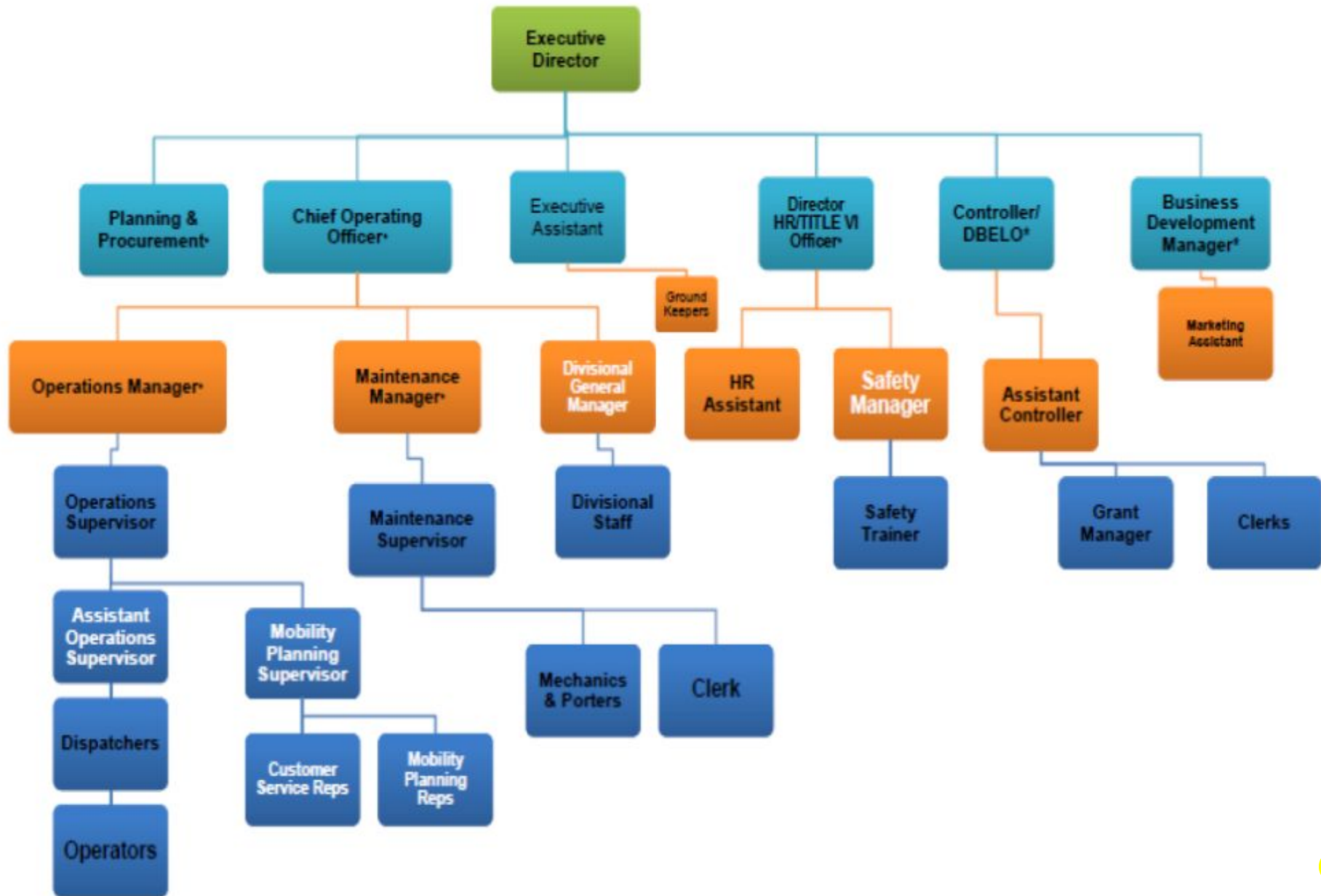
ATTACHMENTS

- Attachment 1: Organizational Chart
- Attachment 2: DBE Directory
- Attachment 3: Monitoring and Enforcement Mechanisms/Legal Remedies
- Attachment 4: Overall Goals & Goal Setting Methodology
- Attachment 5: Good Faith Efforts Forms
- Attachment 6: Certification Forms
- Attachment 7: DBE Regulation, 49 CFR Part 26
- Attachment 8: Public Outreach

Attachment 1
Organizational Chart

RABBITTRANSIT ORGANIZATIONAL CHART

Full organizational chart included separately.



Attachment 2

DBE Resource Directory

A full listing of capable DBEs is included separately. Links below are the resources used to draw up that list or seek public input regarding DBEs opportunities.

Pennsylvania Unified Certification Program
(<http://www.paucp.com/>)
PA Department of Transportation (PennDOT)
P.O. Box 3251
Harrisburg, PA 17105-3251
P: 717-787-5891
F: 717-772-4026
penndotucpinfo@state.pa.us

The MDOT Directory of Certified Firms
(<http://mbe.mdot.state.md.us/directory/>)
Maryland Department of Transportation
7201 Corporate Center Drive
Hanover, MD 21076
P: 1-800-544-6056
F: 410-865-1309
mbe@mdot.state.md.us

York County Chamber of Commerce
(<http://www.ycea-pa.org/>)
144 Roosevelt Ave
York, PA 17401
P: 717-848-4000
info@ycea-pa.org

Lancaster County Chamber of Commerce & Industry
(<http://www.lancasterchamber.com/>)
100 South Queen St.
Lancaster, PA 17603
P: (717) 397-3531
F: (717) 293-3159

Baltimore County Chamber of Commerce
(<http://www.baltcountycc.com/>)
102 West Pennsylvania Avenue, Suite 101
Towson, MD 21204
Phone: (410) 825-6200
Fax: (410) 821-9901

Gettysburg-Adams Chamber of Commerce
(<http://www.gettysburg-chamber.org/>)
1382 Biglerville Road
Gettysburg, PA 17325
P: 717-334-8151

Lebanon Valley Chamber of Commerce
(<http://www.lvchamber.org/>)
604 Cumberland Street
Lebanon, PA 17042-5272
Phone: 717-273-3727
Fax: 717-273-7940
Email: info@lvchamber.org

Harrisburg Regional Chamber & CREDC
(<https://www.harrisburgregionalchamber.org/>)
3211 North Front Street, Suite 201
Harrisburg, PA 17110-1342
P: 1-877-883-8339
Email: info@hbgrc.org

Greater Carlisle Area Chamber of Commerce
(<http://www.carlislechamber.org/>)
212 N. Hanover St.
Carlisle, PA 17013
P: (717) 243-4515
F: (717) 243-4446
www.carlislechamber.org

Crispus Attucks: The Heart of Chamber
(<http://crispusattucks.org/>)
605 South Duke Street
York, PA 17401
P: (717) 848-3610
F: (717) 843-3914

Pennsylvania DBEs

JEM Group, LLC

Class Type: WBE
 Service Category: Construction, Other
 NAICS Codes: 236220, 236210, 238350, 238190, 541618, 236115, 236116
 Description: Design-Build; Cost-Estimating; General Trades; Construction Management
 Owner: Jessica E Meyers
 Phone: 717-238-7709; Fax: 717-238-8150; Email: jmeyers@jemgroup.net
 Website: <http://www.jemgroup.net>
 Address: 509 North 2nd Street, Harrisburg, PA 17101-

Skyline Construction Services, Inc.
 Class Type: WBE
 Service Category: Construction
 NAICS Codes: 236210, 236220, 237110, 237310, 237990
 Description: Construction management and general contracting services
 Owner: Donna L. Lenhart
 Phone: 866-550-3414; Fax: 717-732-4392; Email: dlenhart@skylinecs.us.com
 Website: <http://www.skylinecs.us.com>
 Address: 502 Leeward Lane, Enola, PA 17025-

Black Consulting Services, Inc.
 Class Type: WBE
 Service Category: Other
 NAICS Codes: 238210, 541511, 541512, 541611, 611420, 611430
 Description: Training and communication installation
 Owner: Ruthann Black
 Phone: 717-620-3042; Fax: 717-591-1572; Email: rblack@blackcsi.com
 Website: <http://www.blackcsi.com>
 Address: 5115 E Trindle Road, Mechanicsburg, PA 17050-

Pennsylvania PERCS, Inc.
 Class Type: WBE
 Service Category: Construction
 NAICS Codes: 238210, 532412
 Description: Traffic signals and roadway lighting installation, maintenance and repair; equipment rental without operator.
 Owner: Sharon Pellman
 Phone: 717-796-6630; Fax: 717-796-6634; Email: papercs@papercs.com
 Website: <http://www.papercs.com>
 Address: 6375 Basehore Rd., Suite 8, Mechanicsburg, PA 17050-

BAMS Electric
 Class Type: MBE
 Service Category: Construction, Other
 NAICS Codes: 238210
 Description: Electrical contractor
 Owner: John G Winters, Jr.
 Phone: 717-877-5841; Fax: -----; Email: jizz3@verizon.net
 Website:
 Address: 3950 Walnut Street, Harrisburg, PA 17109-

Business Builders Worldwide, Inc.
 Class Type: MBE
 Service Category: Construction, Engineering, Supplier, Other
 NAICS Codes: 238210, 541330, 236220, 425120
 Description: an engineering & construction firm providing construction management, electrical & IT services & materials; also a supplier firm furnishing structural steel, rebar, & concrete
 Owner: Lenwood Jackson Jr
 Phone: 717-509-2692; Fax: 717-509-2693; Email: lenjackjr@hotmail.com
 Website:
 Address: 447 South Prince Street, Lancaster, PA 17603-

Browns Building Services LLC
 Class Type: MBE
 Service Category: Construction
 NAICS Codes: 238220, 236118
 Description: Plumbing, HVAC; general contracting/remodeling.
 Owner: James S Brown
 Phone: 717-602-7031; Fax: 717-234-1851; Email: brownbuildingservices1@yahoo.com
 Website:
 Address: 1239 Baily Street, P. O. Box 10627, Harrisburg, PA 17103-

Mechanical Insulation Services, Inc.
 Class Type: WBE
 Service Category: Other

Capital Programs	NAICS
General Contracting	236210
Plumbing and HVAC	238210
Electrical	238220
Masonry	238140
Concrete	238190
Furnishings	442110
	Cap Total:
Operating	
Special Needs Transport	485991
Vehicle Equipment and Supply	441310
Office Supply	453210
Information and Technology	518210
Bank Charges	524298
Legal and Administrative	541199
Technical Consult.	541690
Custodial and maintenance	561720
Waste management	562111

NAICS Codes: 238220
Description: commercial mechanical (HVAC & plumbing) insulation contractor
Owner: Anna Ash
Phone: 717-948-0160; Fax: 717-944-4778; Email: mix19983@msn.com
Website:
Address: 1110 Foxianna Road, Middletown, PA 17057-

Jones Masonry Restoration Corp.
Class Type: MBE
Service Category: Construction
NAICS Codes: 238140, 238110, 238990
Description: Masonry restoration, concrete and brick repair, repointing, caulking, painting, waterproofing, stucco cleaning, graffiti removal.
Owner: Derek Jones
Phone: 717-233-8323; Fax: 717-233-8150; Email: jmrccorp1@verizon.net
Website:
Address: 6740 Allentown Blvd., Ste 6, Harrisburg, PA 17112-

Debra's Glass, Inc.
Class Type: WBE
Service Category: Construction
NAICS Codes: 238140, 238150, 238160
Description: Exterior Terracotta Tile, Commercial Storefronts, Entrances, Curtainwalls, Windows, Glass & Glazing Installation, Panels & Skylights Installation
Owner: Debra Zarfoss
Phone: 717-244-4622; Fax: 717-244-1033; Email: dzarfoss@debsglass.com
Website:
Address: 255 North Pleasant Avenue, Dallastown, PA 17313-

Central Penn Welding & Ironworks, LLC
Class Type: MBE
Service Category: Supplier, Other
NAICS Codes: 238190, 332313
Description: welding repair & fabrication
Owner: Bryant K Jefferson
Phone: 717-972-8765; Fax: 717-986-0302; Email: cpwironworks1@verizon.net
Website: <http://www.cpwironworks.com>
Address: 650 Division Street, Harrisburg, PA 17110-

JEM Group, LLC

Class Type: WBE
Service Category: Construction, Other
NAICS Codes: 236220, 236210, 238350, 238190, 541618, 236115, 236116
Description: Design-Build; Cost-Estimating; General Trades; Construction Management
Owner: Jessica E Meyers
Phone: 717-238-7709; Fax: 717-238-8150; Email: jmeyers@jemgroup.net
Website: <http://www.jemgroup.net>
Address: 509 North 2nd Street, Harrisburg, PA 17101-

Innovative Business Concepts, Inc.
Class Type: WBE
Service Category: Consultant
NAICS Codes: 541611, 541511, 541519, 541613, 611420, 541618, 518210
Description: Management consulting services; marketing; computer consulting services including: graphic design; website design; web hosting; help desk; computer training.
Owner: Jennifer Briggs
Phone: 717-221-1125; Fax: 717-774-3380; Email: jbriggs@innovative-bc.com
Website: <http://www.innovative-bc.com>
Address: 209 Hamilton St., Harrisburg, PA 17102-

TecPort Solutions, Inc.
Class Type: MBE
Service Category: Other, Consultant
NAICS Codes: 541511, 541512, 541513, 541330, 541611, 541614, 541519, 518210, 611420
Description: Management consulting, project management, system requirements/analysis, digital forensics services, system administration, application development and support, network design and support, database architecture and administration, web portal design and security, staff augmentation.
Owner: Roy W Blöse
Phone: 717-651-3238; Fax: 717-651-3111; Email: roy.blöse@tecportsolutions.com
Website: <http://tecportsolutions.com>
Address: 470 Friendship Rd., Suite 349, Harrisburg, PA 17111-

1st Choice Financial Group, LLC dba ProVisio
Class Type: WBE
Service Category: Other, Consultant
NAICS Codes: 541611, 561210, 561720, 512110, 624230

Description: Management consulting services; project management services in numerous areas, including video production, emergency relief; facilities support services; janitorial services.

Owner: Kathrina Nease

Phone: 717-761-1494; Fax: 717-761-1494; Email: knease@1stchoicefg.com

Website: <http://www.1stchoicefg.com>

Address: 133 N 21st Street, Camp Hill, PA 17011-

DK Cleaning Contractors, LLC

Class Type: MBE

Service Category: Other

NAICS Codes: 561720, 238910, 238990

Description: Janitorial Services, Selective Interior Demolition Contractors, Construction Site clean up; cleaning building interiors during and immediately after construction.

Owner: Chidozie C Dike

Phone: 610-883-3133; Fax: 610-833-8091; Email: dkcleaningcontractors@gmail.com

Website:

Address: 1246 Elson Road, Brookhaven, PA 19015-

Attachment 3
Monitoring and Enforcement Mechanisms/Legal Remedies

The remedies YCTA has available to enforce the DBE requirements contained in its contracts include, but are not limited to, the following:

3. Breach of contract action pursuant to the terms of the contract. The intent of proceeding will be to initiate corrective action on the part of the contractor. If the corrective action is not implemented, the contractor will be terminated in accordance with the terms of the contract.
4. Inform the Pennsylvania Department of Transportation of any false, fraudulent, or dishonest conduct regard the DBE Program.

Beyond the power of YCTA within the contract terms, the Federal government has available the following mechanisms that apply to firms participating in the DBE program:

4. Suspension or debarment proceedings pursuant to 49 CFR Part 26.
5. Enforcement action pursuant to 49 CFR Part 31.
6. Prosecution pursuant to 18 USC 1001.

MONTHLY DBE STATUS STATEMENT

Report Number: _____ Final

Month: _____ Year: _____

Project:
Contract:
Prime Contractor:
DBE Goal (%):

Date of Contract:
Original Contract Amount:
Current Contract Amount:

Name of DBE Subcontractor	Classification	Value of Executed Subcontract	Dollar Amount Paid this Month	Check Number	Dollar Amount Paid to Date
SUBTOTALS					

The DBE requirements of 49 CFR Part 26 apply to this agreement. The supplier or contractor agrees to ensure that disadvantaged business enterprises as defined in 49 CFR Part 26 have the opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, all contractors shall take necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that disadvantaged business enterprises have the opportunity to compete for and perform contracts. Contractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. Furthermore, the supplier or contractor must pay contracted DBEs within thirty (30) days of completion of assigned work duties.

Failure by the Contractor to carry out these requirements is a material breach of the contract which may result in the termination of this contract or such other remedy as York County Transportation Authority deems appropriate.

I hereby certify that contracts have been executed with the above firms, amounts listed are accurate and payments were made in accordance with contractual obligations. Cancelled checks and/or supporting information will be on file for inspection or audit.

X

Company Official's Signature
Date
Telephone Number

Attachment 4
Section 26.45: Overall Goals & Goal Setting Methodology

Included separately.



York County Transportation Authority
ATTACHMENT 4
FFY 2015-2017 Goal Setting and Methodology
For Participation of Disadvantaged Business Enterprises (DBE)

Amount of Goal

YATA's overall goal for Federal Fiscal Years 2015 - 2017 (the period of October 1, 2014 through September 30, 2017) is **4.9%** of the Federal financial assistance to be expended in DOT-assisted contracts. This goal is exclusive of FTA funds used for the purchase of transit vehicles. Under separate goal requirements (49 CFR §26.49) for transit vehicle purchases, YATA will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with DBE requirements for vehicle manufacturers.

Methodology for Determination of Goal

YATA's FFY 2015 - 2017 base figure was calculated by first identifying the number of minority and women-owned businesses in appropriate business categories that YATA could potentially contract with for the provision of goods and services. That number was divided by the total number of businesses in appropriate business categories that YATA could potentially contract with for the provision of goods and services. YATA's contracting opportunities extend past the local business area, economic data was reviewed and general estimates were made for potential regional opportunities. This regional data expanded from the FY 2012-2014 model based on regional proximity to include Baltimore County in the analysis of proximate businesses eligible to compete for YATA's contracts.

The estimated number of DBE businesses that YATA currently has the potential to contract with was determined to be two hundred and forty three (243). That number was extracted from the PA UCP and the MDOT directory of certified DBE firms. The estimated total number of capable businesses that YATA currently has the potential to contract with was estimated to be eight thousand two hundred and thirty six (8236). That number was estimated utilizing the U.S. Census Bureau's Census 2012 County Business Patterns (NAICS) for Pennsylvania and Maryland counties within a reasonable service range. Appropriately capable firms were determined using the NAICS system, regional business information provided by regional Chambers of Commerce, and public input.

A consultative process was employed seeking the input of regional business leadership and business organizations with expertise in the regional market. Considering the extension of the service area covered by YATA with the addition of Baltimore County, Maryland, efforts were made via phone and email to contact all regional chambers of commerce in impacted counties. Those included were the York, Adams, Northumberland, Lebanon, Lancaster, Dauphin, Cumberland, and Baltimore County's Chambers of Commerce. Furthermore, in the process of publishing the goal to regional groups and minority organizations such as the York SCORE, Crispus Attucks Association, the Women's Network of York, and the York Builders Association, input was also solicited beyond comments with no response. Following a lack of comment and input from those parties an initial goal and methodology was developed. The base-figure of 2.95% represents an estimate of the relative availability of DBE's. As YATA has no sub-recipients, this was not modified. With the addition of adjustments related to the weight and the final goal of 4.9%, YATA expects to award \$1,079,961.41 of \$22,091,916.00 to DBEs.

Adjusting the Base Figure

Rabbittransit has not identified any disparity studies conducted within its service area or other relevant information that would be helpful in considering an adjustment to the base figure. Other adjustment factors were taken into account when determining appropriate ways to adjust for the economic condition and feasibility of DBE participation in the area. Past participation was excluded as an adjustment factor due to the dramatic addition of Baltimore County into the calculations. The previous DBE availability was significantly lower and would not be of reasonable comparison. Other options deemed unnecessary included data on employment and training, disparity in financing options, or alternative studies. This data was deemed to have limited value due to data availability, applicability, or both. Also, as YATA does not have sub-recipients this was a non-factor for extended sub-contracting opportunities that may be overlooked by larger agencies.

Overall, beyond the application of the weighted values, there was no need to adjust for factors.

Breakout of Estimated Race-Neutral and Race-Conscious Participation

YATA will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The following race-neutral means will be used:

- Encouraging prime contractors to subcontract portions of the work where feasible
- Arranging solicitations, time to present bids/proposals, bid quantities, specifications, quantities and delivery schedules to facilitate DBE and small business participation where feasible
- Simplifying or reducing bonding requirements where feasible
- Providing information to bidders on potential subcontractors where feasible
- Offering instructions on bid specifications, procedures, and general bidding requirements

Rabbittransit anticipates meeting the entire **4.9%** overall goal by race/gender neutral means. This determination is based on the amount of DBE participation in DOT-assisted contracts during prior fiscal years achieved without establishing goals for specific contracts, as well as the potential DBE contractible opportunities when considering the projected operating and capital expenditures. As the fiscal year progresses and DBE participation is monitored, rabbittransit will consider a race/gender-conscious goal for specific contracts, if warranted, in order to achieve the overall goal.

Contract Goals

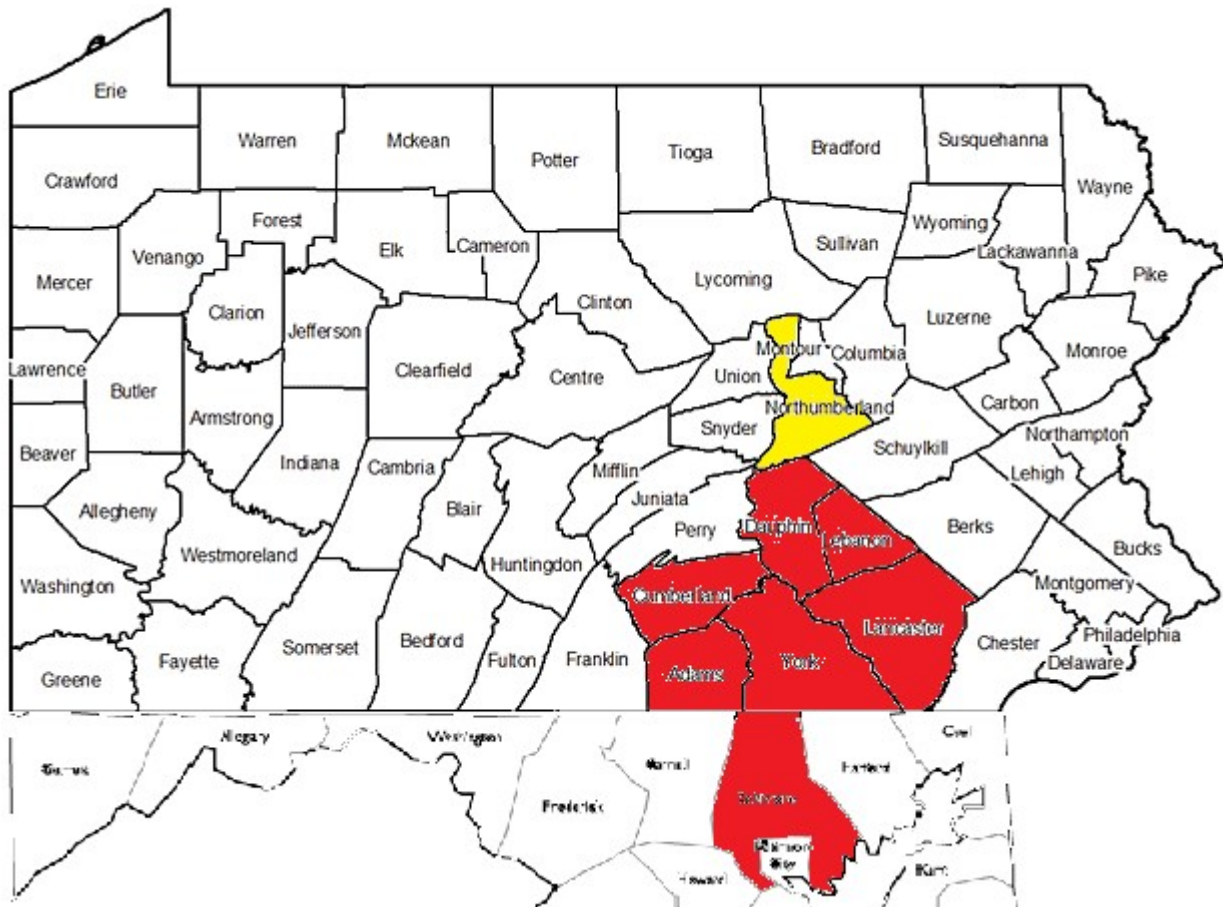
YATA will use contract goals to meet any portion of the overall goal that it does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of our overall goal that is not projected to be met through the use of race-neutral means. Contract goals will be expressed as a percentage of the total amount of a DOT-assisted contract.

YATA will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities and will not establish a contract goal on every such contract. Further, the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work, etc.).

YATA will adhere to the following procedures in situations where there are contract goals:

When a contract goal has been established, YATA will award the contract only to the bidder who makes a good faith effort to meet it. These efforts shall consist of either documenting participation in the contract by DBE firms that meets the goal, or documenting that they have taken all necessary and reasonable steps to achieve the DBE goal.

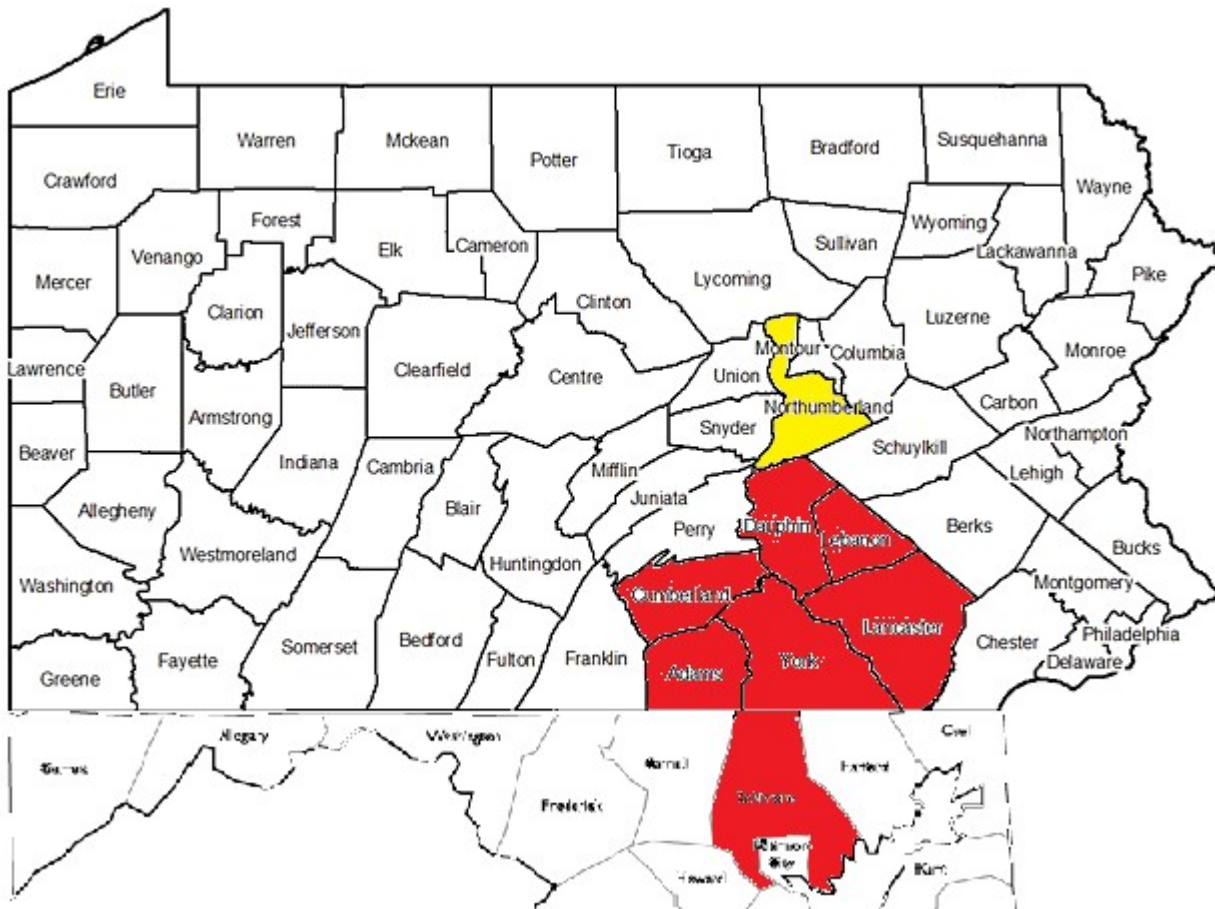
BACKGROUND INFORMATION FOR DETERMINATION OF DBE GOALS



NOTE: The Counties highlighted above in RED represent the geographical area from which the York County Transportation Authority (dba rabbittransit) establish(ed) its Disadvantaged Business Plan

County	# of Firms	DBEs	DBE to Firm Ratio
Adams	1883	0	0.0000%
Baltimore	19635	827	4.2119%
Cumberland	5732	32	0.5583%
Dauphin	6826	30	0.4395%
Lancaster	12162	19	0.1562%
Lebanon	2651	0	0.0000%
York	8601	16	0.1860%
Total	57490	924	5.552%

BACKGROUND INFORMATION FOR DETERMINATION OF DBE GOALS



NOTE: The Counties highlighted above in RED represent the geographical area from which the York County Transportation Authority (dba rabbitransit) establish(ed) its Disadvantaged Business Plan

NAICS	Type of Firm	Capable Firms	DBEs
23----	Construction	3926	118
42----	Wholesale Trade	0	0
44----	Retail Trade	716	12
48----	Transportation and Warehousing	20	6
51----	Information	371	21
52----	Finance and Insurance	44	0
53----	Real Estate and Rental and Leasing	0	0
54----	Professional, Scientific, and Technical Services	1348	21
56----	Administrative, Support, Waste Management, Remediation Services	1811	65
62----	Health Care and Social Assistance	0	0
71----	Arts, Entertainment, and Recreation	0	0
72----	Accommodation and Food Services	0	0
81----	Other Services (except Public Administration)	0	0

YORK COUNTY TRANSPORTATION AUTHORITY
Calculation of Base DBE Goal

TABLE

1	2	3	4	5	6	7	8	9
NAICS	Contracting Opportunity Category	Total Firms	Capable Firms	Capable DBEs	Relative Availability		Weighed	
					of DBEs	Three (3) Year Budget	Base Figure	Weighted DBE Spending
23----	Construction	5550	3926	118	3.01%	\$7,673,351.00	1.22%	
42----	Wholesale Trade	2784	0	0				
44/45----	Retail Trade	8558	716	12	1.68%	\$9,546,025.00	0.19%	
48----	Transportation and Warehousing	1585	20	6	30.00%	\$2,310,000.00	3.14%	
51----	Information	854	371	21	5.66%	\$277,200.00	0.07%	
52----	Finance and Insurance	3594	44	0		\$23,100.00		
53----	Real Estate and Rental and Leasing	1985	0	0				
54----	Professional, Scientific, and Technical Services	6029	1348	21	1.56%	\$1,132,050.00	0.09%	
56----	Administrative, Support, Waste Management, Rem	3213	1811	65	3.59%	\$1,130,190.00	0.18%	
62----	Health Care and Social Assistance	6601	0	0				
71----	Arts, Entertainment, and Recreation	853	0	0				
72----	Accommodation and Food Services	4999	0	0				
81----	Other Services (except Public Administration)	6930	0	0				
	TOTAL	53535	8236	243	2.95%	\$22,091,916.00	4.9%	\$ 1,079,961.41

Calculation Examination

- 1- NAICS categories as defined by the NAICS.
- 2- Categories as defined by the NAICS assignments.
- 3 - Calculated via 2012 County Business Patterns (NAICS) collection of all applicable PA counties and Baltimore county (MD) data
- 4 - Collected selection of businesses that are capable of fulfilling the expected contract requirements of YATA's projects using available data.
- 5 - Collected via the PAUCP and MDOT DBE databases.
- 6 - The ratio of capable DBEs to the total capable firms.
- 7 - Total budget including FTA funding related to capital programs and 3 year estimate of operating budget from 2014 operating expense.
- 8 - The weighted value of the percent of DOT funds X the relative availability of DBEs.
- 9 - Calculated through multiplication of Three Year Budget Totals X Rounded, Weighted DBE base figure.

Goal Setting Adjustment Considerations:

- Past participation included significantly smaller region and DBE availability providing it would not align with expected DBE opportunities
- No applicable disparity studies in the region.
- No applicable disparity in DBE ability to get financing, bonding, and insurance. DBE program enforces good faith efforts from contractor
- Data on employment, education/training, etc. not applicable to calculations. No significant data to suggest meaningful input.
- No recognized alternative data.

Evaluation of Evidence Supporting Overall Goal

The use of a weighted system was among the selected methods. As a result, rabbittransit has determined that its DBE goal for Federal Fiscal Year 2015, 2016 and 2017 will be **4.9%**.

The use of a weight system was determined to be necessary to provide for possible error in the base values. It was a means of further reinforcing the reliability of the statistical analysis provided by the YATA. Hence YATA, using the FTA provided weighting system, revised its overall DBE goal calculation to **4.9%**. Other adjustment factors were taken into account, as mentioned above, when determining appropriate ways to adjust for the economic condition and feasibility of DBE participation in the area. Those options deemed unnecessary included past participation, data on employment and training, disparity in financing options, or alternative studies. This data was deemed to be due to limited data or applicability.

Beyond the adjustment factors, a key component in the evaluation of the goal is public input. Having requesting the consultation and input of local business organizations many of these same groups have been solicited for input regarding the goal. The original goal was also presented in the York Daily Record and Gettysburg Times newspapers with the public meeting information. This opened our forty-five day public comment window. This was extended to provide greater time for organizations to respond and allow YATA to have a board meeting adopting the updated

program. To date, there has been no input from the organizations or those public entities solicited. A public meeting was held on October 2nd, 2014 for final input and comment in which no public attendance was recorded. An explanation of the DBE program and a walk-through of steps used to develop the goal methodology were offered to attending board members and staff with no comments to be added.

Approach to Attainment of DBE Goal

rabbittransit anticipates meeting the entire **4.9%** overall goal by race/gender-neutral means. This determination is based on the amount of DBE participation in DOT-assisted contracts during prior fiscal years achieved without establishing goals for specific contracts, as well as the potential DBE contractible opportunities when considering the projected operating and capital expenditures. As the fiscal year progresses and DBE participation is monitored, rabbittransit will consider a race/gender-conscious goal for specific contracts, if warranted, in order to achieve the **4.9%** overall goal.

Fostering Small Business Participation (49 CFR Part 26.39)

Restatement of Small Business Participation section located in main DBE program. As DBE participation in the region is limited, YATA has made extensive efforts to engage small business participation for the purpose of bolstering community growth as well as encouraging their participation in the economic initiatives such as the DBE program.

During its normal course of business, rabbittransit currently utilizes small businesses in such areas as custodial services, landscaping services, printing and the purchase of select electrical supplies. The use of small businesses by rabbittransit reflects the size of the contracts available and the desire to use local businesses.

On the other hand, there are limited opportunities for small business participation in terms of numbers and contract values since rabbittransit is a relatively small authority; rabbittransit operates under 50 fixed route buses. The maintenance and servicing of a bus fleet will require the purchase of bus parts and supplies (diesel fuel) from vendors who can provide these parts and supplies. rabbittransit's future capital improvement program focuses on vehicle procurements.

Rabbittransit will continue to foster small business participation and will seek to enhance the participation by small businesses in rabbittransit contracts. This policy will be disseminated to those individuals within the Authority responsible for operating and capital funded procurements.

The DBELO will identify possible areas for small business participation based on the Authority's approved operating and capital budgets.

For the operating budget-funded contracts, the DBELO and the Director of Maintenance will meet twice a year to identify possible opportunities for small businesses based on the approved budget and upcoming plans. Such a meeting will also reinforce the importance of continuing to use small businesses rabbittransit currently has under contract or uses who are responsive and responsible. One meeting will occur in June prior to the beginning of the fiscal year and the second meeting will be held six months later in December.

As capital projects are advanced, the Planning and Procurement Manager will review the scope of the project, along with the engineer or architect if one is being used, to determine whether there will be opportunities for participation by small businesses and whether based on the scope of the project there is a reasonable approach for encouraging small business participation, such as requiring the prime contractor to provide subcontracting opportunities of a size that small businesses can reasonably perform on prime contracts not having DBE contract goals. At a minimum, if there are subcontracting opportunities in the project being advanced, the procurement documents will encourage the use of small businesses. In addition, a number of the race-neutral means described in

Section I.(5) for increasing DBE participation will also have a positive impact on small business participation.

Rabbittransit will develop an inventory of current businesses who supply services, parts or equipment. Information will be sought to assist in determining whether these businesses qualify as a small business. The definition of small business as developed by the Small Business Administration (SBA) and the DOT will be used as the basis in making this determination. rabbittransit will seek confirmation from the SBA and DOT as to the applicable size limits. rabbittransit is aware a firm is not an eligible DBE in any Federal fiscal year if the firm (including its affiliates) has had average annual gross receipts over the firm's previous three fiscal years in excess of \$22.1 million. rabbittransit also understands this figure is adjusted annually to reflect inflation (49 CFR Part 26.65).

As contracts are let in the future, rabbittransit will track contracts that are awarded to small businesses. With the approval of the small business element by the DOT, the small business policy will be disseminated and the first meeting of the DBELO and the Director of Maintenance will occur. The inventory of current contracts will be completed within sixty (60) days. The tracking of awarded contracts will begin upon the completion of the current contracts inventory.

DBE Goal & Methodology Attachments

- A: Goal and Weight Calculation Worksheet
- B: Listing of capable DBEs
- C: Public Consultation and Comment Correspondence
- D: Proof of Publication
- E: Log of Input from Public Participation

A: Goal and Weight Calculation Worksheet

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See following pages.

Step 1 - Determine the weight of each type of work by NAICS Code:

* Enter all the FTA-assisted projects below. Project amounts should be assigned relevant NAICS Code(s).

	NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)
1	236210	General Contracting	\$5,516,347.95	0.2497
2	238210	Electric	\$593,557.80	0.0269
3	238220	-Plumbing, HVAC	\$1,235,368.97	0.0559
4	238140	-Masonry	\$137,286.98	0.0062
5	238190	-Concrete	\$190,789.31	0.0086
6	442110	Furnishings	\$160,000.00	0.0072
7	485991	Special Needs Transport	\$2,310,000.00	0.1046
8	441310	Vehicle Equipment and Supply	\$9,214,725.00	0.4171
9	453210	Office Supply	\$171,300.00	0.0078
10	518210	Information and Technology	\$277,200.00	0.0125
11	524298	Bank Charges	\$23,100.00	0.0010
12	541199	Legal and Administrative	\$837,000.00	0.0379
13	541690	Technical Consult.	\$295,050.00	0.0134
14	561720	Custodial and maintenance	\$1,105,590.00	0.0500
15	562111	Waste management	\$24,600.00	0.0011
				0.0000
Total FTA-Assisted Contract Funds			\$22,091,916.00	1.00

	Federal	Total Project	% Federal
Zarfoss	\$ 7,833,351.00	\$ 18,699,291.00	0.418912
-Plumb HVAC	\$ 1,235,368.97	\$ 2,948,996.40	
-Electric	\$ 593,557.80	\$ 1,416,904.47	
-Masonry	\$ 137,286.98	\$ 327,722.98	
-Concrete	\$ 190,789.31	\$ 455,440.43	
-Furniture	\$ 159,462.34	\$ 380,658.63	

Step 2 - Determine the relative availability of DBE's by NAICS Code:

* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of available firms.

	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability	
1	236210	General Contracting	13	340	0.0382	
2	238210	Electric	49	1634	0.0300	
3	238220	-Plumbing, HVAC	24	988	0.0243	
4	238140	-Masonry	20	636	0.0314	
5	238190	-Concrete	12	328	0.0366	
6	442110	Furnishings	11	222	0.0495	
7	485991	Special Needs Transport	6	20	0.3000	
8	441310	Vehicle Equipment and Supply	1	275	0.0036	
9	453210	Office Supply	0	219	0.0000	
10	518210	Information and Technology	21	371	0.0566	
11	524298	Bank Charges	0	44	0.0000	
12	541199	Legal and Administrative	5	266	0.0188	
13	541690	Technical Consult.	16	1082	0.0148	
14	561720	Custodial and maintenance	57	1632	0.0349	
15	562111	Waste management	8	179	0.0447	
						<i>Overall availability of DBEs</i>
Combined Totals			243	8236	2.95%	

Step 3 - (Weight) x (Availability) = Weighted Base Figure

	NAICS Code	Project	Weight	x	Availability	Weighted Base Figure	
1	236210	General Contracting	0.24970	x	0.03824	0.0095	
2	238210	Electric	0.02687	x	0.02999	0.0008	
3	238220	-Plumbing, HVAC	0.05592	x	0.02429	0.0014	
4	238140	-Masonry	0.00621	x	0.03145	0.0002	
5	238190	-Concrete	0.00864	x	0.03659	0.0003	0.0122
6	442110	Furnishings	0.00724	x	0.04955	0.0004	
7	485991	Special Needs Transport	0.10456	x	0.30000	0.0314	0.0314
8	441310	Vehicle Equipment and Supply	0.41711	x	0.00364	0.0015	
9	453210	Office Supply	0.00775	x	0.00000		0.0019
10	518210	Information and Technology	0.01255	x	0.05660	0.0007	0.0007
11	524298	Bank Charges	0.00105	x	0.00000		0.0000
12	541199	Legal and Administrative	0.03789	x	0.01880	0.0007	
13	541690	Technical Consult.	0.01336	x	0.01479	0.0002	0.0009
14	561720	Custodial and maintenance	0.05005	x	0.03493	0.0017	
15	562111	Waste management	0.00111	x	0.04469	0.0000	0.0018
Total						0.0489	
Expressed as a % (*100)						4.9%	
Rounded, Weighted Base Figure:						5%	

Calculation of DBE Goal

rabbittransit

1	2	3	4	5	6	7	8	9
NAICS	Contracting Opportunity Category	Total Firms	Capable Firms	Capable DBEs	Relative Availability of DBEs	Three (3) Year Budget	Base Figure	Weighted DBE Spending
23----	Construction	5550	3926	118	3.01%	\$7,673,351.00	1.22%	
42----	Wholesale Trade	2784	0	0				
44/45----	Retail Trade	8558	716	12	1.68%	\$9,546,025.00	0.19%	
48----	Transportation and Warehousing	1585	20	6	30.00%	\$2,310,000.00	3.14%	
51----	Information	854	371	21	5.66%	\$277,200.00	0.07%	
52----	Finance and Insurance	3594	44	0		\$23,100.00		
53----	Real Estate and Rental and Leasing	1985	0	0				
54----	Professional, Scientific, and Technical Services	6029	1348	21	1.56%	\$1,132,050.00	0.09%	
56----	Administrative, Support, Waste Management, Remediation	3213	1811	65	3.59%	\$1,130,190.00	0.18%	
62----	Health Care and Social Assistance	6601	0	0				
71----	Arts, Entertainment, and Recreation	853	0	0				
72----	Accommodation and Food Services	4999	0	0				
81----	Other Services (except Public Administration)	6930	0	0				
TOTAL		53535	8236	243	2.95%	\$22,091,916.00	4.9%	\$ 1,079,961.41

1- NAICS categories as defined by the NAICS.

2- Categories as defined by the NAICS assignments.

3 - Calculated via 2012 County Business Patterns (NAICS) collection of all applicable PA counties and Baltimore county (MD) data.

4 - Collected selection of businesses that are capable of fulfilling the expected contract requirements of YATA's projects using available data.

5 - Collected via the PAUCP and MDOT DBE databases.

6 - The ratio of capable DBEs to the total capable firms.

7 - Total budget including FTA funding related to capital programs and 3 year estimate of operating budget from 2014 operating expenses.

8 - The weighted value of the percent of DOT funds X the relative availability of DBEs.

9 - Calculated through multiplication of Three Year Budget Totals X Rounded, Weighted DBE base figure.

Goal Setting Adjustment Considerations:

Past participation included significantly smaller region and DBE availability providing it would not align with expected DBE opportunities.

No applicable disparity studies in the region.

No applicable disparity in DBE ability to get financing, bonding, and insurance. DBE program enforces good faith efforts from contractors.

Data on employment, education/training, etc. not applicable to calculations. No significant data to suggest meaningful input.

No recognized alternative data.

NOTES:

ZARFOSS	NAICS	DBE	PA	MD
General Contracting	236210	13	2	11
Plumbing and HVAC	238210	49	4	45
Electrical	238220	24	2	22
Masonry	238140	20	2	18
Concrete	238190	12	2	10
Furnishings	442110	11	0	11
Cap Total:		129		

Operating

Special Needs Transport	485991	6		6
Vehicle Equipment and Supply	441310	1		1
Office Supply	453210	0	0	0
Information and Technology	518210	21	2	19
Bank Charges	524298	0	0	0
Legal and Administrative	541199	5		5
Technical Consult.	541690	16		16
Custodial and maintenance	561720	57	2	55
Waste management	562111	8	0	8

Op. Total: 114

TOTAL: 243

B: Listing of Capable DBEs

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See following pages.

Pennsylvania DBEs

JEM Group, LLC

Class Type: WBE
Service Category: Construction, Other
NAICS Codes: 236220, 236210, 238350, 238190, 541618, 236115, 236116
Description: Design-Build; Cost-Estimating; General Trades; Construction Management
Owner: Jessica E Meyers
Phone: 717-238-7709; Fax: 717-238-8150; Email: jmeyers@jemgroup.net
Website: <http://www.jemgroup.net>
Address: 509 North 2nd Street, Harrisburg, PA 17101-

Skyline Construction Services, Inc.
Class Type: WBE
Service Category: Construction
NAICS Codes: 236210, 236220, 237110, 237310, 237990
Description: Construction management and general contracting services
Owner: Donna L. Lenhart
Phone: 866-550-3414; Fax: 717-732-4392; Email: dlenhart@skylinecs.us.com
Website: <http://www.skylinecs.us.com>
Address: 502 Leeward Lane, Enola, PA 17025-

Black Consulting Services, Inc.
Class Type: WBE
Service Category: Other
NAICS Codes: 238210, 541511, 541512, 541611, 611420, 611430
Description: Training and communication installation
Owner: Ruthann Black
Phone: 717-620-3042; Fax: 717-591-1572; Email: rblack@blackcsi.com
Website: <http://www.blackcsi.com>
Address: 5115 E Trindle Road, Mechanicsburg, PA 17050-

Pennsylvania PERCS, Inc.
Class Type: WBE
Service Category: Construction
NAICS Codes: 238210, 532412
Description: Traffic signals and roadway lighting installation, maintenance and repair; equipment rental without operator.
Owner: Sharon Pellman
Phone: 717-796-6630; Fax: 717-796-6634; Email: papercs@papercs.com
Website: <http://www.papercs.com>
Address: 6375 Basehore Rd., Suite 8, Mechanicsburg, PA 17050-

BAMS Electric
Class Type: MBE
Service Category: Construction, Other
NAICS Codes: 238210
Description: Electrical contractor
Owner: John G Winters, Jr.
Phone: 717-877-5841; Fax: -----; Email: jizz3@verizon.net
Website:
Address: 3950 Walnut Street, Harrisburg, PA 17109-

Business Builders Worldwide, Inc.
Class Type: MBE
Service Category: Construction, Engineering, Supplier, Other
NAICS Codes: 238210, 541330, 236220, 425120
Description: an engineering & construction firm providing construction management, electrical & IT services & materials; also a supplier firm furnishing structural steel, rebar, & concrete
Owner: Lenwood Jackson Jr
Phone: 717-509-2692; Fax: 717-509-2693; Email: lenjackjr@hotmail.com
Website:
Address: 447 South Prince Street, Lancaster, PA 17603-

Browns Building Services LLC
Class Type: MBE
Service Category: Construction
NAICS Codes: 238220, 236118
Description: Plumbing, HVAC; general contracting/remodeling.
Owner: James S Brown
Phone: 717-602-7031; Fax: 717-234-1851; Email: brownbuildingservices1@yahoo.com
Website:
Address: 1239 Baily Street, P. O. Box 10627, Harrisburg, PA 17103-

Mechanical Insulation Services, Inc.
Class Type: WBE
Service Category: Other

Capital Programs	NAICS
General Contracting	236210
Plumbing and HVAC	238210
Electrical	238220
Masonry	238140
Concrete	238190
Furnishings	442110
	Cap Total:
Operating	
Special Needs Transport	485991
Vehicle Equipment and Supply	441310
Office Supply	453210
Information and Technology	518210
Bank Charges	524298
Legal and Administrative	541199
Technical Consult.	541690
Custodial and maintenance	561720
Waste management	562111

NAICS Codes: 238220
Description: commercial mechanical (HVAC & plumbing) insulation contractor
Owner: Anna Ash
Phone: 717-948-0160; Fax: 717-944-4778; Email: mix19983@msn.com
Website:
Address: 1110 Foxianna Road, Middletown, PA 17057-

Jones Masonry Restoration Corp.
Class Type: MBE
Service Category: Construction
NAICS Codes: 238140, 238110, 238990
Description: Masonry restoration, concrete and brick repair, repointing, caulking, painting, waterproofing, stucco cleaning, graffiti removal.
Owner: Derek Jones
Phone: 717-233-8323; Fax: 717-233-8150; Email: jmrccorp1@verizon.net
Website:
Address: 6740 Allentown Blvd., Ste 6, Harrisburg, PA 17112-

Debra's Glass, Inc.
Class Type: WBE
Service Category: Construction
NAICS Codes: 238140, 238150, 238160
Description: Exterior Terracotta Tile, Commercial Storefronts, Entrances, Curtainwalls, Windows, Glass & Glazing Installation, Panels & Skylights Installation
Owner: Debra Zarfoss
Phone: 717-244-4622; Fax: 717-244-1033; Email: dzarfoss@debsglass.com
Website:
Address: 255 North Pleasant Avenue, Dallastown, PA 17313-

Central Penn Welding & Ironworks, LLC
Class Type: MBE
Service Category: Supplier, Other
NAICS Codes: 238190, 332313
Description: welding repair & fabrication
Owner: Bryant K Jefferson
Phone: 717-972-8765; Fax: 717-986-0302; Email: cpwironworks1@verizon.net
Website: <http://www.cpwironworks.com>
Address: 650 Division Street, Harrisburg, PA 17110-

JEM Group, LLC

Class Type: WBE
Service Category: Construction, Other
NAICS Codes: 236220, 236210, 238350, 238190, 541618, 236115, 236116
Description: Design-Build; Cost-Estimating; General Trades; Construction Management
Owner: Jessica E Meyers
Phone: 717-238-7709; Fax: 717-238-8150; Email: jmeyers@jemgroup.net
Website: <http://www.jemgroup.net>
Address: 509 North 2nd Street, Harrisburg, PA 17101-

Innovative Business Concepts, Inc.
Class Type: WBE
Service Category: Consultant
NAICS Codes: 541611, 541511, 541519, 541613, 611420, 541618, 518210
Description: Management consulting services; marketing; computer consulting services including: graphic design; website design; web hosting; help desk; computer training.
Owner: Jennifer Briggs
Phone: 717-221-1125; Fax: 717-774-3380; Email: jbriggs@innovative-bc.com
Website: <http://www.innovative-bc.com>
Address: 209 Hamilton St., Harrisburg, PA 17102-

TecPort Solutions, Inc.
Class Type: MBE
Service Category: Other, Consultant
NAICS Codes: 541511, 541512, 541513, 541330, 541611, 541614, 541519, 518210, 611420
Description: Management consulting, project management, system requirements/analysis, digital forensics services, system administration, application development and support, network design and support, database architecture and administration, web portal design and security, staff augmentation.
Owner: Roy W Blose
Phone: 717-651-3238; Fax: 717-651-3111; Email: roy.blose@tecportsolutions.com
Website: <http://tecportsolutions.com>
Address: 470 Friendship Rd., Suite 349, Harrisburg, PA 17111-

1st Choice Financial Group, LLC dba ProVisio
Class Type: WBE
Service Category: Other, Consultant
NAICS Codes: 541611, 561210, 561720, 512110, 624230

Description: Management consulting services; project management services in numerous areas, including video production, emergency relief; facilities support services; janitorial services.

Owner: Kathrina Nease

Phone: 717-761-1494; Fax: 717-761-1494; Email: knease@1stchoicefg.com

Website: <http://www.1stchoicefg.com>

Address: 133 N 21st Street, Camp Hill, PA 17011-

DK Cleaning Contractors, LLC

Class Type: MBE

Service Category: Other

NAICS Codes: 561720, 238910, 238990

Description: Janitorial Services, Selective Interior Demolition Contractors, Construction Site clean up; cleaning building interiors during and immediately after construction.

Owner: Chidozie C Dike

Phone: 610-883-3133; Fax: 610-833-8091; Email: dkcleaningcontractors@gmail.com

Website:

Address: 1246 Elson Road, Brookhaven, PA 19015-

BALTIMORE COUNTY DBE LIST

NAICS CODES like "236210"
COUNTY = "BALTIMORE"
DISPLAYING 11 OF 11 FIRMS

**RED highlighted cells involve DBEs showing up in multiple categories.

Table with columns: NAME, ADDRESS, CONTACT, PHONE, FAX, EMAIL, WEBSITE. Lists 11 firms such as A.L. INGRAM CONSTRUCTION, LLC, ALBRECHT ENGINEERING, INC., and BILL BRIDGES ENTERPRISES, LLC.

NAICS CODES like "238140" or "238210" or "238220" or "238190"
COUNTY = "BALTIMORE"
DISPLAYING 95 OF 95 FIRMS

Main table with columns: NAME, ADDRESS, CONTACT, PHONE, FAX, EMAIL, WEBSITE. Lists 95 firms including A & A CONSTRUCTION AND UTILITIES, INC., ARRIA MECHANICAL, INC., and ASSESSMENT RESTORATION & CONSTRUCTION, LLC.

NAICS CODES like "485991"
COUNTY = "BALTIMORE"
DISPLAYING 6 OF 6 FIRMS

Table with columns: NAME, ADDRESS, CONTACT, PHONE, FAX, EMAIL, WEBSITE. Lists 6 firms such as ALLIANCE, INC., ATLANTIC WAY TRANSPORTATION, LLC, and DAVIT TRANSPORT SERVICES, LLC.

C: Public Consultation and Comment Correspondence

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See following pages.

From: [Karen Allen](#)
To: [David Juba](#); [Rich Farr](#)
Subject: FW: Legal/Public Ad
Date: Friday, July 25, 2014 1:24:12 PM
Attachments: [image001.png](#)

FYI

From: amacneal@ync.com [mailto:amacneal@ync.com] **On Behalf Of** York legals
Sent: Friday, July 25, 2014 10:23 AM
To: Karen Allen
Subject: Re: Legal/Public Ad

Notice will run Monday July 28th the cost was \$196.00

On Thu, Jul 24, 2014 at 11:50 AM, Karen Allen <kallen@rabbittransit.org> wrote:
Please run the attached ad once in your legal/public ad section. I will need proof of publication. Please let me know when it will run and cost.

Thank you.



Karen Allen | Executive Assistant
York Adams Transportation Authority
1230 Roosevelt Avenue
York, PA 17404
[717-849-0709](tel:717-849-0709) | (f) [717-846-1232](tel:717-846-1232)
www.rabbittransit.org | www.ridethetrolley.com



From: [Karen Allen](#)
To: [Classifieds Dept](#)
Cc: [David Juba](#); [Rich Farr](#)
Subject: RE: Legal/Public Ad
Date: Thursday, July 24, 2014 2:37:45 PM
Attachments: [image001.png](#)

Thank you so much.

From: Classifieds Dept [mailto:class@gburgtimes.com]
Sent: Thursday, July 24, 2014 2:36 PM
To: Karen Allen
Subject: Re: Legal/Public Ad

Hi Karen,

Your legal ad will run on Mon., July 28, 2014... The cost with 1 Proof of Publication is \$68.25.

Thank you,
Peggy
Classified Advertising Sales
Gettysburg Times
717-339-2065

**Monday - Friday deadlines at Noon the day before.
**Saturday deadlines at 3pm Thursday.

*****If you would like to be removed from our contact list, please send a request to class@gburgtimes.com.

----- Original Message -----

From: [Karen Allen](#)
To: class@gburgtimes.com
Sent: Thursday, July 24, 2014 11:52 AM
Subject: Legal/Public Ad

Can you please run the attached ad in the public/legal section of your paper one time. I will need to know date of when it will be in paper, cost and also proof of publication. Thank you.



Karen Allen | Executive Assistant
York Adams Transportation Authority
1230 Roosevelt Avenue
York, PA 17404
717-849-0709 | (f) 717-846-1232
www.rabbittransit.org | www.ridethetrolley.com



Forty years on the move. 1974 - 2014

From: [Heather Valudes](#)
To: [David Juba](#)
Subject: RE: YCTA's DBE Program Notice
Date: Friday, July 25, 2014 4:45:26 PM

Thanks for sharing this information with us David.

Heather Valudes

Advocacy Director

The Lancaster Chamber of Commerce & Industry

p. 717.397.3531 x 171

f. 717.293.3159

www.lancasterchamber.com



From: Julia Moorhouse
Sent: Thursday, July 24, 2014 3:21 PM
To: Heather Valudes
Subject: FW: YCTA's DBE Program Notice
Importance: High

FYI

From: webmaster@lcci.com [<mailto:webmaster@lcci.com>]
Sent: Thursday, July 24, 2014 2:45 PM
To: Julia Moorhouse
Subject: YCTA's DBE Program Notice
Importance: High

This message has been generated through The Lancaster Chamber of Commerce website on behalf of David Juba:

Name: David Juba

Email: djuba@rabbittransit.org

Subject: YCTA's DBE Program Notice

Message: Hello: I am reaching out today to the Lancaster Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A

condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program. The U.S. Department of Transportation's DBE (disadvantaged business enterprise) program provides a vehicle for increasing the participation by MBE/WBEs in state and local procurement. DOT DBE regulations require state and local transportation agencies that receive DOT financial assistance to establish goals for the participation of DBEs. Each DOT-assisted state and local transportation agency is required to establish annual DBE goals, and review the scopes of anticipated large prime contracts throughout the year and establish contract-specific DBE subcontracting goals. Three major contracts throughout the year and establish contract-specific DBE subcontracting goals. Three major DOT operating administrations are involved in the DBE program. They are the Federal Highway Administration, the Federal Aviation Administration, and the Federal Transit Administration. The following link provides more information on the DBE program: <http://www.dot.gov/osdbu/disadvantaged-business-enterprise> To participate in the program, MBEs/WBEs must register with the PA UCP. (<http://www.paucp.com/>) If you are interested in learning more on this program or if you have members that would like to participate, please let us know. Furthermore, I've included a draft of our notice to DBEs for you to publish to your membership. **NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES**

The York County Transportation Authority here-by announces that it has established a 5.2% Disadvantaged Business Enterprise (DBE) preliminary goal for the Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124. Non-registered DBE firms that are able to supply parts, supplies, and/or services are encouraged to apply for certification by contacting the PA Unified Certification Program – www.paucp.com YCTA Attn: DBE Liaison Officer 1230 Roosevelt Avenue York, PA 17404 (717) 849-0709 Phone (717) 848-4853 Fax Kallen@rabbittransit.org Thank you for your assistance and input in this process.

From: David Juba
To: ["mball@baltcountychamber.com"](mailto:mball@baltcountychamber.com)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:40:00 PM

Dear Ms. Ball:

I am reaching out today to the Baltimore County Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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The following link provides more information on the DBE program:

<http://www.dot.gov/osdbu/disadvantaged-business-enterprise>

To participate in the program, MBEs/WBEs must register with the MDOT UCP.

(<http://mbe.mdot.state.md.us/directory/>)

If you are interested in learning more on this program or if you have members that would like to participate, please let us know.

Furthermore, I've included a draft of our notice to DBEs for you to publish to your membership.

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

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apply for certification by contacting the MDOT UCP.

YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (f) 848.4853

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From: David Juba
To: "cleiphart@crispusattucks.org"
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:35:00 PM

Hello Ms. Leiphart:

I am reaching out today to the Crispus Attucks Association in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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(<http://www.paucp.com/>)

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Furthermore, I've included a draft of our notice to DBEs for you to publish..

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (f) 848.4853

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From: David Juba
To: ["info@gettysburg-chamber.org"](mailto:info@gettysburg-chamber.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:41:00 PM

Hello:

I am reaching out today to the Gettysburg-Adams Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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(<http://www.paucp.com/>)

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853

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From: David Juba
To: ["info@carlislechamber.org"](mailto:info@carlislechamber.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:43:00 PM

Hello:

I am reaching out today to the Greater Carlisle Area Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853

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From: David Juba
To: ["info@hbgrc.org"](mailto:info@hbgrc.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:42:00 PM

Hello:

I am reaching out today to the Harrisburg Regional Chamber & CREDC in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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apply for certification by contacting the PA Unified Certification Program – www.paucp.com

YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
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From: David Juba
To: ["Email:"](#)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:42:00 PM

Hello:

I am reaching out today to the Lebanon Valley Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

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Northumberland County Shared Ride Coordinator
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From: David Juba
To: "president@wnyork.com"; "programandsponsorship@wnyork.com"
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:36:00 PM

Hello Women's Network of York:

I am reaching out today to your organization in hopes that I can share with you some information that your members may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
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From: David Juba
To: ["cathy@yorkbuilders.com"](mailto:cathy@yorkbuilders.com)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:34:00 PM

Hello Ms. Warner:

I am reaching out today to the York Builders Association in hopes that I can share with you some information that your members may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
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From: David Juba
To: ["info@ycea-pa.org"](mailto:info@ycea-pa.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:37:00 PM

Hello:

I am reaching out today to the York Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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YCTA

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Kallen@rabbittransit.org

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David Juba | Operations Analyst
York Adams Transportation Authority

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From: David Juba
To: ["score441@yorkscore.org"](mailto:score441@yorkscore.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:35:00 PM

Hello:

I am reaching out today to the York SCORE in hopes that I can share with you some information that your members may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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If you are interested in learning more on this program or if you have members that would like to participate, please let us know.

Furthermore, I've included a draft of our notice to DBEs for you to publish.

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

The York County Transportation Authority here-by announces that it has established a **5.2%** Disadvantaged Business Enterprise (DBE) preliminary goal for the Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124.

Non-registered DBE firms that are able to supply parts, supplies, and/or services are encouraged to apply for certification by contacting the PA Unified Certification Program – www.paucp.com

YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853

www.rabbittransit.org | www.ridethetrolley.com
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Turn on Suggested Sites...

LEAF I
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October 09/14
\$75PP

UPCOMING EVENTS

AACCCP 2014 CHAMBER AWARDS...
Thursday, October 9, 2014 at 6:00pm
Hosted by African-American Chamber of Commerce of Central PA (AACCCP)

POSTS TO PAGE

rabbittransit
Today at 4:42pm

The York Adams Transportation Authority is currently seeking comments regarding its Disadvantaged Business Enterprise program. For more information please visit:
<http://www.rabbittransit.org/Portals/0/DBE%20Meeting%20Notice.pdf>

Like · Comment

Burkina Faso Embassy New Delhi
August 13 at 3:59am

a link.
August 13

We need to hear from the HR professionals out there.
http://www.theroot.com/blogs/journalisms/2014/07/new_study_shows_that_promoting_diversity_in_corporate_america_gets_staffers.html?wpisrc=policymic



Promoting Diversity in Your Workplace Might Cost You
www.theroot.com

Study: Advocacy Backfires on Those Who Are Not White Men "Valuing diversity is apparently frowned upon in Corporate America — unless you're a white man," Jillian Berman wrote Monday for the Huffington Post. "Women and minorities who promote..."

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Write a comment...

African-American Chamber of Commerce of Central PA (AACCCP)
August 12

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Recent

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Would you like to store your password for facebook.com? Why am I seeing this? Yes Not for this site x

D: Proof of Publication

Intentionally blank.

See following pages.

Proof of Publication of Legal Notice

Under provisions of "Newspaper Advertising Act" of Pennsylvania and its Supplements.

STATEMENT

It is hereby stated and declared that the Gettysburg Times is a daily newspaper as defined under the "Newspaper Advertising Act" of the Commonwealth of Pennsylvania approved May 16, 1929, and its several supplements and amendments, published at its place of business in the Township of Cumberland, Adams County, Pennsylvania, and is of general circulation throughout said County. That it was established in the year 1902 and has been issued regularly and continuously circulated and distributed from its established place of business daily, from the date of its establishment to the present time; that said newspaper is owned and published by Gettysburg Times Publishing LLC, a corporate organized and existing under the laws of the State of Pennsylvania. That a legal notice, a true copy of which exactly as printed and published, is securely attached hereto, was published and appeared in the regular editions and issues of said newspaper on the following dates, viz. 07/28/2014

That all of the charges, costs and expenses, including the fee for the affidavit to this proof of publication has not been paid in full.

Peggy Yealy
Advertising Clerk
of Gettysburg Times Publishing LLC

Commonwealth of Pennsylvania } ss.:
County of Adams

On 07/24/14, before me, the subscriber, a Notary Public in and for said State and County personally came the above named PEGGY YEALY who having been by me duly sworn according to law on his/her oath doth depose and say that he/she is the Advertising Clerk of Gettysburg Times Publishing LLC, a corporation, and is an officer duly authorized by resolution of the Board of Directors of said corporation to make the foregoing statement and this affidavit on its behalf; that the affiant is not interested in the subject matter of the notice or advertising referred to in the foregoing statement and that all of the allegations contained in the foregoing statement as to the time, place and character of publication therein referred to are true.

Copy of notice of publication

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

The York County Transportation Authority here-by announces that it has established a 5.2% Disadvantaged Business Enterprise (DBE) goal for Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration (717) 848-4853 Fax kallen@rabbitransit.org

Peggy Yealy
Advertising Clerk

Sworn to and subscribed before me the day and year aforesaid.

Notary Public
My commission expires

COMMONWEALTH OF PENNSYLVANIA
HARRY JOHN HARTMAN
Notary Public
CUMBERLAND TWP., ADAMS COUNTY
My Commission Expires Aug 28, 2017

Statement of Advertising Costs

Gettysburg Times
To Gettysburg Times Publishing LLC,
for publishing notice or advertisement attached hereto

On the above dates _____ \$63.25
Probating same _____ \$5.00
Total _____ \$68.25

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
HARRY JOHN HARTMAN
Notary Public
CUMBERLAND TWP., ADAMS COUNTY
My Commission Expires Aug 28, 2017

Publisher's Receipt for Advertising Costs

Gettysburg Times Publishing LLC, a corporation, publisher of the Gettysburg Times, a daily newspaper, hereby acknowledges receipt of the above stated amount of costs and certifies that the same have been fully paid.

Gettysburg Times Publishing LLC, a corporation
publisher of The Gettysburg Times, a daily newspaper

Proof of Publication
State of Pennsylvania

Ad # 0001465098-01

The York Dispatch/York Sunday News and York Daily Record is the name of the daily newspaper(s) of general circulation published continuously for more than six months at its principal place of business, 1891 Loucks Road, York, PA 17408.

The printed copy of the advertisement hereto attached is a true copy, exactly as printed and published, of an advertisement printed in the regular issues of the said **The York Dispatch/York Sunday News and York Daily Record** published on the

07/28/2014

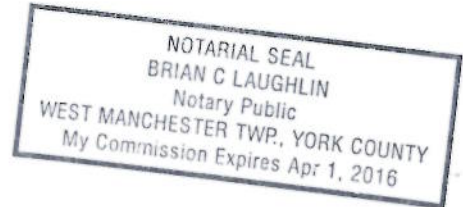

**COMMONWEALTH OF PENNSYLVANIA
COUNTY OF YORK**

Before me, a Notary Public, personally came Linda Smith who being duly sworn deposes and says that she is the Layout Supervisor of The York Dispatch/York Sunday News and York Daily Record and her personal knowledge of the publication of the advertisement mentioned in the foregoing statement as to the time, place and character of publications are true, and that the affiant is not interested in the subject matter of the above mentioned advertisement.

Sworn and subscribed to before me, on
this 28 day of July 2014



Notary Public



The charge for the following publication of above mentioned advertisement and the expense of the affidavit.

Advertisement Cost	\$191.00
Affidavit Fee	\$5.00
Total Cost	<u>\$196.00</u>

**NOTICE TO DISADVANTAGED
BUSINESS ENTERPRISES**

The York County Transportation Authority here-by announces that it has established a 5.2% Disadvantaged Business Enterprise (DBE) goal for Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124.

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YCTA
Attn: DBE Liaison Officer
1230 Roosevelt Avenue
York, PA 17404
(717) 849-0709 Phone
(717) 848-4853 Fax
kallen@rabbittransit.org



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PUBLIC MEETING NOTICE

Disadvantaged Business Enterprises (DBE)

October 2, 2014

- ### News & Events
- [July 2014 Transit Update](#)
 - [rabbittransit Partners with Art Institute of York on Video Creations](#)
 - [40th Anniversary Press Release](#)
 - [June 2014 Transit Update](#)
 - [McSherrystown Service](#)
 - [Destination: Competitive Edge](#)
 - [Introducing Our Mobile Friendly Version](#)
 - [Myths and Truths about Transit](#)

- ### Choose Your Service
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 - Freedom Transit
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 - Northumberland Shared Ride

Rider Alerts

Receive Rider Alerts in your email or on your cell phone. Never miss the bus again!

[Sign Up Now](#)

Due to construction, Apple Hill Shuttle and Routes 8 & 9 will

7/29/2014 11:15:00 AM -

Effective immediately, we will service both yellow & purple times @ West Man Mall. Yellow to use ramp chalter in parking

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PEOPLE

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636 likes
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Brooke Young, Diane Garbowski Krebs and 2 others like this.

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ABOUT

rabbitransit, a regional public transportation provider, offers a variety of transportation services to the residents of York, Adams and Northumberland...

READ MORE

<http://www.rabbitransit.org/>

Suggest Edits

PHOTOS

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rabbitransit 15 hours ago

DBE PUBLIC MEETING NOTICE

DBE PUBLIC MEETING NOTICE

The York Adams Transportation Authority (dba rabbitransit) announces, in accordance with the Disadvantaged Business Enterprises (DBE) requirements of 49 CFR Part 26.45(g), it will be hosting a meeting to provide for public comment on its DBE program and goal for FFY2015-2017. This meeting will take place at the specified date, time, and location presented as follows:

October 2nd, 2014
7:00PM
Board Room
1230 Roosevelt Avenue
York PA, 17404

Public engagement is invaluable in the determination of the accuracy of this DBE goal. Input is greatly appreciated and encouraged to better evaluate the capacity of the supporting business community. If interested in reviewing the DBE program and goal prior to the meeting, that information is available. It can be found via YATA's website (rabbitransit.org) and can also be reviewed in a physical copy at the address presented above during normal hours of operation.

Those unavailable or unable to attend the scheduled meeting are welcome to submit written comments at the main office or via mail to:

YATA
ATTN: DBE Liaison Officer
1230 Roosevelt Avenue
York, PA 17404

For more information, please contact (717) 849-0709 or kalien@rabbitransit.org.

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rabbitransit August 11

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verizonwireless.com

Get your hands on these hot free phones, before they're gone. 2yr contract req'd.

E: Log of Input from Public Participation

Intentionally blank.

See following pages.

INDIVIDUAL / GROUP:	DATE:	COMMENTS:
Lancaster Chamber of Commerce	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. Responded with confirmation that email was received.
Baltimore County (MD) Chamber of Commerce	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. No response.
Crispus Attucks Association	7/24/14	Solicited comment and encouraged posting of goal to membership. No response.
Gettysburg Chamber of Commerce	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. No response.
Carlisle Chamber of Commerce	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. No response.
Harrisburg Regional Chamber	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. No response.
Lebanon Valley Chamber of Commerce	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. No response.
Women's Network on York	7/24/14	Solicited comment and encouraged posting of goal to membership. No response.
York Builders' Association	7/24/14	Solicited comment and encouraged posting of goal to membership. No response.
York Chamber of Commerce	7/24/14	Solicited input on goal development and encouraged posting of goal to membership if no input provided. No response.
York SCORE	7/24/14	Solicited comment and encouraged posting of goal to membership. No response.
African American Chamber of Commerce	8/15/14	Solicited comment and encouraged posting of goal to membership through social media page (Facebook). No response.

PUBLIC MEETING & COMMENT SUMMARY

INDIVIDUAL / GROUP:	DATE:	COMMENTS:
David Juba, YATA Transit Analyst	10/2/14	Presented goal methodology and goals to board at meeting.
YATA Board of Directors	10/2/14	Presented questions on how YATA expected to meet increased goal requirements and desire to meet goals.
Rich Farr, YATA Exec. Director	10/2/14	Explained desire to employ contract goals in Zarfoss construction project due to size and scope of contracting opportunities. Also noted no comments from public submitted.

***Draft of Board meeting minutes available following this page.**

MINUTES OF REGULAR BOARD MEETING OF OCTOBER 2, 2014

Upon duly given notice, the monthly meeting of the York Adams Transportation Authority (YATA) Board of Directors was held on October 2, 2014, at 1230 Roosevelt Avenue, York.

Members Present: George Heim, Ted Streeter, Thomas Wilson, Darlene Brown, Keith Martin, Richard Carson, Raymond Rosen

Absent: Will Clark, David McIntosh

Others Attending: Richard Farr, Executive Director; Bonnie Stine, Controller; Jenna Reedy, Business Development Manager; Mike Devaney, COO; Dwight Huntington, Planning and Procurement Manager; Dennis Chronister, Maintenance Manager; Sherry Welsh, Operations Manager; and Karen Allen, Executive Assistant.

Chairman Raymond Rosen called the meeting to order at 7:00 p.m.

DBE PUBLIC HEARING

No public was in attendance. Mr. Farr stated that no comments have been received. We will proceed with our plan. Mr. Juba gave a DBE Plan presentation at the committee meeting prior to the board meeting. No comments were submitted by the board membership either.

PT SURVEY RESULTS

David Polk from Polk Lepson attended the meeting to summarize paratransit survey findings. There were 628 surveys received back from the public. Below are some of the noted outcomes of the survey:

- MA trips increased from 14.2% to 38.1%.
- Caseworkers are the number one source of referring riders to the service.
- Only transportation available and convenience are top two reasons for riding.
- Biggest problem is not being on time.
- Overall rating was very positive.
- Highest ratings were for driver courtesy and driver safety.
- Unable to receive service percentage down to 2.6% from 4.5%.
- Reasons for not riding fixed route:
 - Unable to wait outside for extended periods of time.
 - Cannot walk distance to bus.
 - Do not know how to use fixed route buses.
- 56.1% said they are willing to transfer vehicles.
- Phone wait time came in at 5 minutes or less.
- 66.9% use automated call.
- 81.2% could not be independent without service.
- Average age of riders is between 63 to 65 years of age.

Mr. Farr stated our riders are changing; seniors are changing. Mr. Martin asked about scheduled pick up times. Mr. Farr stated that we need to clarify that question on the survey better. Need to define how we ask that. Mr. Rosen asked if we look at paratransit riders to see if they could use the fixed route service. Mr. Farr indicated that we do.

Mr. Farr stated another challenge is the fact that ridership is increasing on paratransit with seniors going to senior centers since the co-pays were removed. How do we handle this surge in ridership?

Mr. Farr recently met with York County Planning regarding pedestrian and bike access to and from bus stops. Mr. Martin was concerned over a passenger he met who is wheelchair bound. He had to load on one bus to go one block and get off due to not being able to cross the street safely. The passenger felt stressful for doing so because of the time it took to load and unload the wheelchair, causing a perceived inconvenience to the other passengers. Mr. Farr said we now track wheelchairs to see how many are riding. Our new buses will be low floor buses, which will eliminate the time for loading on a lift.

TREASURER'S REPORT

Ms. Stine's notes were included in the board packet. Additional comments:

- August 2014 is the second month of our current fiscal year.
- Audit was performed ending June 30, 2014. The auditors were here for less than a week. No communication was heard from them since they left. Mr. Rosen indicated that he has spoken to them and there were no issues with the audit.
- Preliminary numbers for September ridership are looking strong.
- Insurance renewals for Northumberland division are due in December. Geisinger Insurance came in with a 40% increase.

APPROVAL OF MINUTES

A motion to approve the minutes from the September 11, 2014, YATA Board of Directors Meeting was made by Richard Carson, seconded by Keith Martin and passed unanimously.

NEW BUSINESS

Resolution 1440 – Banking Resolution to Update Visa Debit Card Account

A motion to approve Resolution 1440 was made by Richard Carson, seconded by Darlene Brown and passed unanimously.

Resolution 1441 – Approval of Capital Expenditures

A motion to approve Resolution 1441 as amended was made by Richard Carson, seconded by Ted Streeter and passed unanimously.

Bed Bugs -

New COO, Mike Devaney, became aware on his second day about problems with bed bugs on our buses. Mr. Devaney noted that they are very resilient creatures and this problem is not exclusive to us. He spoke to an Entomologist at Rutgers University about bed bugs. Mr. Devaney said that we have decided to be proactive with our employees and he put together a presentation, Understanding Bed Bugs, and also a bed bug procedure. All buses are equipped with sticky pad lures and several buses had experiments with homemade dry ice lures. After all of Mr. Devaney's research, he believes that the best treatment for killing the bugs and their eggs is heating the bus to a temperature over 120 degrees for two hours or more. Small propane heaters were used until a purchase of a large heater made specifically for this undertaking was acquired. Mr. Farr would like to keep refraining from constant spraying of pesticides on the buses. Staff is also spraying the driver's area and seats with 91% alcohol, which suffocates the bugs. Ms. Stine said the vehicles should be good to a temperature of 185 degrees. Mr. Heim stated that on all new procurements the heat index should be listed as a requirement. Mr. Devaney has also ordered an industrial type steamer to use on seats and crevices. A porter checklist has been created for what needs to be

done on each vehicle. Mr. Farr stated that we are going to have Erhlich Pest Control come in and heat one of our buses so we can see if we are doing the heating in the same manner as which they are.

Business Development:

Ms. Reedy stated that:

- Annual reports will be mailed by the end of the month, prior to election day.
- Fixed route survey will be done by Monday.
- Rt. 12 survey results are in. A total of 146 responses were received, noting some potential changes in Express Service of Lancaster to York.

Mr. Rosen stated his uneasiness with the Cumberland County regionlization situation. He feels we need more time to talk about this undertaking. He would like to have a board retreat earlier than usual to do some scenario based planning on the situation with Cumberland County. Mr. Rosen asked if we should reach out to have PennDOT attend.

With no further business the meeting was adjourned at 8:00 p.m. The next regularly scheduled Board of Directors meeting will be on Thursday, November 6, 2014.

Respectfully submitted,

Karen A. Allen
Recording Secretary
York Adams Transportation Authority

George Heim
Secretary
York Adams Transportation Authority

****Proofed and signatures unavailable until signature of Secretary at November board meeting.**

Attachment 5
Forms 1 & 2 for Demonstration of Good Faith Efforts

[Forms 1 and 2 should be provided as part of the solicitation documents.]

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 6
Certification Forms

The following links provide resources regarding the certification process, regulations, and applications for interested and applicable firms. YCTA, while not a certifying entity, offers support and resources to promote the growth of the DBE program.

PAUCP

<http://www.paucp.com/DownloadForms.aspx>

MDOT

<http://www.mdot.maryland.gov/Office%20of%20Minority%20Business%20Enterprise/Application%20Forms/MBE%20DBE%20Certification%20Application%20Page.html>

Attachment 7
Regulations: 49 CFR Part 26

The link below, provided by the GPO, provides the entire text of 49 CFR 26:

http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl

Attachment 8 Public Outreach

Note: Some overlap between the public outreach and public comment documentation included in the following section and the Goal and Methodology development. If documentation appears to be duplicate it is because information is involved was used in both the development of the goals and methodology and the DBE program revisions.

**CONSULTATION & PUBLIC
NOTICE CONTACTS**

York Daily Record
1891 Loucks Road
York PA 17408
(717) 767-4663
ghaber@ydr.com (business)

Gettysburg Times
1570 Fairfield Rd
Gettysburg, PA 17325.
Phone: (717) 334-1131
hhartman@gburgtimes.com (advertising)

York SCORE
2101 Pennsylvania Ave
York, PA 17404
(717) 845-8830
score441@yorkscore.org

Crispus Attucks Association
605 South Duke Street
York, PA 17401 U.S.A.
(717) 848-3610
cleiphart@crispusattucks.org

York Builders' Association
540 Greenbriar Road
York, PA 17404
(717) 767-2444
cathy@yorkbuilders.com

Women's Network of York
P. O. Box 3226
York, PA 17402
president@wnyork.com
programandsponsorship@wnyork.com

York County Chamber of Commerce
<http://www.ycea-pa.org/>
144 Roosevelt Ave
York, PA 17401
P: 717-848-4000
F: 717-843-8837
info@ycea-pa.org

Lancaster County Chamber of Commerce & Industry
<http://www.lancasterchamber.com/>
100 South Queen St.
Lancaster, PA 17603
P: (717) 397-3531
F: (717) 293-3159

Baltimore County Chamber of Commerce
<http://www.baltcountyycc.com/>
102 West Pennsylvania Avenue, Suite 101
Towson, MD 21204
P: (410) 825-6200
F: (410) 821-9901
mball@baltcountychamber.com

Gettysburg-Adams
Chamber of Commerce
<http://www.gettysburg-chamber.org/>
1382 Biglerville Road
Gettysburg, PA 17325
P: 717-334-8151
info@gettysburg-chamber.org

Lebanon Valley
Chamber of Commerce
<http://www.lvchamber.org/>
604 Cumberland Street
Lebanon, PA 17042-5272
P: 717-273-3727
F: 717-273-7940
Email: info@lvchamber.org

Harrisburg Regional
Chamber & CREDC
<https://www.harrisburgregionalchamber.org/>
3211 North Front Street, Suite 201
Harrisburg, PA 17110-1342
P: 1-877-883-8339
Email: info@hbgrc.org

Greater Carlisle Area
Chamber of Commerce
<http://www.carlislechamber.org>
212 N. Hanover St.
Carlisle, PA 17013
P: (717) 243-4515
F: (717) 243-4446
info@carlislechamber.org

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

The York Adams Transportation Authority here-by announces that it has established a **4.9%** Disadvantaged Business Enterprise (DBE) goal for Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124.

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YATA
Attn: DBE Liaison Officer
1230 Roosevelt Avenue
York, PA 17404
(717) 849-0709 Phone
(717) 848-4853 Fax
Kallen@rabbittransit.org

DBE PUBLIC MEETING NOTICE

The York Adams Transportation Authority (dba rabbittransit) announces, in accordance with the Disadvantaged Business Enterprises (DBE) requirements of 49 CFR Part 26.45(g), it will be hosting a meeting to provide for public comment on its DBE program and goal for FFY2015-2017. This meeting will take place at the specified date, time, and location presented as follows:

October 2nd, 2014
7:00PM
Board Room
1230 Roosevelt Avenue
York PA, 17404

Public engagement is invaluable in the determination of the accuracy of this DBE goal. Input is greatly appreciated and encouraged to better evaluate the capacity of the supporting business community. If interested in reviewing the DBE program and goal prior to the meeting, that information is available. It can be found via YATA's website (rabbittransit.org) and can also be reviewed in a physical copy at the address presented above during normal hours of operation.

Those unavailable or unable to attend the scheduled meeting are welcome to submit written comments at the main office or via mail to:

YATA
ATTN: DBE Liaison Officer
1230 Roosevelt Avenue
York, PA 17404

For more information please contact (717) 849-0709 or Kallen@rabbittransit.org.



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- ### Choose Your Service
- York Fixed Route
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 - Northumberland Shared Ride

Rider Alerts

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Due to construction, Apple Hill Shuttle and Routes 8 & 9 will

7/29/2014 11:15:00 AM -

Effective immediately, we will service both yellow & purple times @ West Man Mall. Yellow to use ramp chalter in parking

PUBLIC MEETING NOTICE

Disadvantaged Business Enterprises (DBE)

October 2, 2014

- ### News & Events
- [July 2014 Transit Update](#)
 - [rabbittransit Partners with Art Institute of York on Video Creations](#)
 - [40th Anniversary Press Release](#)
 - [June 2014 Transit Update](#)
 - [McSherrystown Service](#)
 - [Destination: Competitive Edge](#)
 - [Introducing Our Mobile Friendly Version](#)
 - [Myths and Truths about Transit](#)

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Government Organization: rabbitransit, Timeline, About, Photos, Reviews, More

PEOPLE: 636 likes, 69 visits. Brooke Young, Diane Garbowski Krebs and 2 others like this.

ABOUT: rabbitransit, a regional public transportation provider, offers a variety of transportation services to the residents of York, Adams and Northumberland...

PHOTOS: Grid of various transit-related images including 'SERVER UPDATE', 'Yellow Entrance Shelter UPDATE', and 'Rabbit Express'.

Write something on this Page...

DBE PUBLIC MEETING NOTICE: The York Adams Transportation Authority (dba rabbitransit) announces, in accordance with the Disadvantaged Business Enterprises (DBE) requirements of 49 CFR Part 26.45(g), it will be hosting a meeting to provide for public comment on its DBE program and goal for FFY2015-2017.

Like · Comment · Share

Post from rabbitransit: August 11

Recent: 2014, 2013, 2012, 2011, 2010, 2009, Born

Sponsored: "HACC got me hired." hacc.edu. A college degree that employers respect. HACC. Technically Yours. Browse classes online.

Verizon Wireless: Get your hands on these hot free phones, before they're gone. 2yr contract req'd.

Proof of Publication
State of Pennsylvania

The York Dispatch/York Sunday News and York Daily Record is the name of the daily newspaper(s) of general circulation published continuously for more than six months at its principal place of business, 1891 Loucks Road, York, PA 17408.

The printed copy of the advertisement hereto attached is a true copy, exactly as printed and published, of an advertisement printed in the regular issues of the said **The York Dispatch/York Sunday News and York Daily Record** published on the

07/28/2014

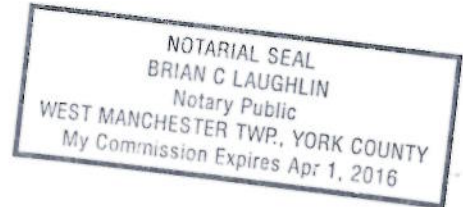
**COMMONWEALTH OF PENNSYLVANIA
COUNTY OF YORK**

Before me, a Notary Public, personally came Linda Smith who being duly sworn deposes and says that she is the Layout Supervisor of The York Dispatch/York Sunday News and York Daily Record and her personal knowledge of the publication of the advertisement mentioned in the foregoing statement as to the time, place and character of publications are true, and that the affiant is not interested in the subject matter of the above mentioned advertisement.

Sworn and subscribed to before me, on
this 28 day of July 2014



Notary Public



The charge for the following publication of above mentioned advertisement and the expense of the affidavit.

Advertisement Cost	\$191.00
Affidavit Fee	\$5.00
Total Cost	<u>\$196.00</u>

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

The York County Transportation Authority here-by announces that it has established a 5.2% Disadvantaged Business Enterprise (DBE) goal for Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124.

Non-registered DBE firms that are able to supply parts, supplies, and/or services are encouraged to apply for certification by contacting the PA Unified Certification Program - www.paucp.com

YCTA
Attn: DBE Liaison Officer
1230 Roosevelt Avenue
York, PA 17404
(717) 849-0709 Phone
(717) 848-4853 Fax
kallen@rabbittransit.org

Proof of Publication of Legal Notice

Under provisions of "Newspaper Advertising Act" of Pennsylvania and its Supplements.

STATEMENT

It is hereby stated and declared that the Gettysburg Times is a daily newspaper as defined under the "Newspaper Advertising Act" of the Commonwealth of Pennsylvania approved May 16, 1929, and its several supplements and amendments, published at its place of business in the Township of Cumberland, Adams County, Pennsylvania, and is of general circulation throughout said County. That it was established in the year 1902 and has been issued regularly and continuously circulated and distributed from its established place of business daily, from the date of its establishment to the present time; that said newspaper is owned and published by Gettysburg Times Publishing LLC, a corporate organized and existing under the laws of the State of Pennsylvania. That a legal notice, a true copy of which exactly as printed and published, is securely attached hereto, was published and appeared in the regular editions and issues of said newspaper on the following dates, viz. 07/28/2014

That all of the charges, costs and expenses, including the fee for the affidavit to this proof of publication has not been paid in full.

Peggy Yealy
Advertising Clerk
of Gettysburg Times Publishing LLC

Commonwealth of Pennsylvania } ss.:
County of Adams

On 07/24/14, before me, the subscriber, a Notary Public in and for said State and County personally came the above named PEGGY YEALY who having been by me duly sworn according to law on his/her oath doth depose and say that he/she is the Advertising Clerk of Gettysburg Times Publishing LLC, a corporation, and is an officer duly authorized by resolution of the Board of Directors of said corporation to make the foregoing statement and this affidavit on its behalf; that the affiant is not interested in the subject matter of the notice or advertising referred to in the foregoing statement and that all of the allegations contained in the foregoing statement as to the time, place and character of publication therein referred to are true.

Copy of notice of publication

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

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Peggy Yealy
Advertising Clerk

Sworn to and subscribed before me the day and year aforesaid.

Notary Public
My commission expires

COMMONWEALTH OF PENNSYLVANIA
HARRY JOHN HARTMAN
Notary Public
CUMBERLAND TWP., ADAMS COUNTY
My Commission Expires Aug 28, 2017

Statement of Advertising Costs

Gettysburg Times
To Gettysburg Times Publishing LLC,
for publishing notice or advertisement attached hereto

On the above dates _____ \$63.25
Probating same _____ \$5.00
Total _____ \$68.25

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
HARRY JOHN HARTMAN
Notary Public
CUMBERLAND TWP., ADAMS COUNTY
My Commission Expires Aug 28, 2017

Publisher's Receipt for Advertising Costs

Gettysburg Times Publishing LLC, a corporation, publisher of the Gettysburg Times, a daily newspaper, hereby acknowledges receipt of the above stated amount of costs and certifies that the same have been fully paid.

Gettysburg Times Publishing LLC, a corporation
publisher of The Gettysburg Times, a daily newspaper

From: [Karen Allen](#)
To: [David Juba](#); [Rich Farr](#)
Subject: FW: Legal/Public Ad
Date: Friday, July 25, 2014 1:24:12 PM
Attachments: [image001.png](#)

FYI

From: amacneal@ync.com [mailto:amacneal@ync.com] **On Behalf Of** York legals
Sent: Friday, July 25, 2014 10:23 AM
To: Karen Allen
Subject: Re: Legal/Public Ad

Notice will run Monday July 28th the cost was \$196.00

On Thu, Jul 24, 2014 at 11:50 AM, Karen Allen <kallen@rabbittransit.org> wrote:
Please run the attached ad once in your legal/public ad section. I will need proof of publication. Please let me know when it will run and cost.

Thank you.



Karen Allen | Executive Assistant
York Adams Transportation Authority
1230 Roosevelt Avenue
York, PA 17404
[717-849-0709](tel:717-849-0709) | (f) [717-846-1232](tel:717-846-1232)
www.rabbittransit.org | www.ridethetrolley.com



From: [Karen Allen](#)
To: [Classifieds Dept](#)
Cc: [David Juba](#); [Rich Farr](#)
Subject: RE: Legal/Public Ad
Date: Thursday, July 24, 2014 2:37:45 PM
Attachments: [image001.png](#)

Thank you so much.

From: Classifieds Dept [mailto:class@gburgtimes.com]
Sent: Thursday, July 24, 2014 2:36 PM
To: Karen Allen
Subject: Re: Legal/Public Ad

Hi Karen,

Your legal ad will run on Mon., July 28, 2014... The cost with 1 Proof of Publication is \$68.25.

Thank you,
Peggy
Classified Advertising Sales
Gettysburg Times
717-339-2065

**Monday - Friday deadlines at Noon the day before.
**Saturday deadlines at 3pm Thursday.

*****If you would like to be removed from our contact list, please send a request to class@gburgtimes.com.

----- Original Message -----

From: [Karen Allen](#)
To: class@gburgtimes.com
Sent: Thursday, July 24, 2014 11:52 AM
Subject: Legal/Public Ad

Can you please run the attached ad in the public/legal section of your paper one time. I will need to know date of when it will be in paper, cost and also proof of publication. Thank you.



Karen Allen | Executive Assistant
York Adams Transportation Authority
1230 Roosevelt Avenue
York, PA 17404
717-849-0709 | (f) 717-846-1232
www.rabbittransit.org | www.ridethetrolley.com



Forty years on the move. 1974 - 2014

From: [Heather Valudes](#)
To: [David Juba](#)
Subject: RE: YCTA's DBE Program Notice
Date: Friday, July 25, 2014 4:45:26 PM

Thanks for sharing this information with us David.

Heather Valudes

Advocacy Director

The Lancaster Chamber of Commerce & Industry

p. 717.397.3531 x 171

f. 717.293.3159

www.lancasterchamber.com



From: Julia Moorhouse
Sent: Thursday, July 24, 2014 3:21 PM
To: Heather Valudes
Subject: FW: YCTA's DBE Program Notice
Importance: High

FYI

From: webmaster@lcci.com [<mailto:webmaster@lcci.com>]
Sent: Thursday, July 24, 2014 2:45 PM
To: Julia Moorhouse
Subject: YCTA's DBE Program Notice
Importance: High

This message has been generated through The Lancaster Chamber of Commerce website on behalf of David Juba:

Name: David Juba

Email: djuba@rabbittransit.org

Subject: YCTA's DBE Program Notice

Message: Hello: I am reaching out today to the Lancaster Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A

condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program. The U.S. Department of Transportation's DBE (disadvantaged business enterprise) program provides a vehicle for increasing the participation by MBE/WBEs in state and local procurement. DOT DBE regulations require state and local transportation agencies that receive DOT financial assistance to establish goals for the participation of DBEs. Each DOT-assisted state and local transportation agency is required to establish annual DBE goals, and review the scopes of anticipated large prime contracts throughout the year and establish contract-specific DBE subcontracting goals. Three major contracts throughout the year and establish contract-specific DBE subcontracting goals. Three major DOT operating administrations are involved in the DBE program. They are the Federal Highway Administration, the Federal Aviation Administration, and the Federal Transit Administration. The following link provides more information on the DBE program: <http://www.dot.gov/osdbu/disadvantaged-business-enterprise> To participate in the program, MBEs/WBEs must register with the PA UCP. (<http://www.paucp.com/>) If you are interested in learning more on this program or if you have members that would like to participate, please let us know. Furthermore, I've included a draft of our notice to DBEs for you to publish to your membership. **NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES** The York County Transportation Authority here-by announces that it has established a 5.2% Disadvantaged Business Enterprise (DBE) preliminary goal for the Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124. Non-registered DBE firms that are able to supply parts, supplies, and/or services are encouraged to apply for certification by contacting the PA Unified Certification Program – www.paucp.com YCTA Attn: DBE Liaison Officer 1230 Roosevelt Avenue York, PA 17404 (717) 849-0709 Phone (717) 848-4853 Fax Kallen@rabbittransit.org Thank you for your assistance and input in this process.

From: David Juba
To: ["mball@baltcountychamber.com"](mailto:mball@baltcountychamber.com)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:40:00 PM

Dear Ms. Ball:

I am reaching out today to the Baltimore County Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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The following link provides more information on the DBE program:

<http://www.dot.gov/osdbu/disadvantaged-business-enterprise>

To participate in the program, MBEs/WBEs must register with the MDOT UCP.

(<http://mbe.mdot.state.md.us/directory/>)

If you are interested in learning more on this program or if you have members that would like to participate, please let us know.

Furthermore, I've included a draft of our notice to DBEs for you to publish to your membership.

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

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apply for certification by contacting the MDOT UCP.

YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (f) 848.4853
www.rabbittransit.org | www.ridethetrolley.com
facebook.com/rabbittransit . facebook.com/FreedomTransit . google.com/transit

From: David Juba
To: "cleiphart@crispusattucks.org"
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:35:00 PM

Hello Ms. Leiphart:

I am reaching out today to the Crispus Attucks Association in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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The following link provides more information on the DBE program:

<http://www.dot.gov/osdbu/disadvantaged-business-enterprise>

To participate in the program, MBEs/WBEs must register with the PA UCP.

(<http://www.paucp.com/>)

If you are interested in learning more on this program or if you have members that would like to participate, please let us know.

Furthermore, I've included a draft of our notice to DBEs for you to publish..

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853
www.rabbittransit.org | www.ridethetrolley.com
facebook.com/rabbittransit . facebook.com/FreedomTransit . google.com/transit

From: David Juba
To: ["info@gettysburg-chamber.org"](mailto:info@gettysburg-chamber.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:41:00 PM

Hello:

I am reaching out today to the Gettysburg-Adams Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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Furthermore, I've included a draft of our notice to DBEs for you to publish to your membership.

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853

www.rabbittransit.org | www.ridethetrolley.com
facebook.com/rabbittransit . facebook.com/FreedomTransit . google.com/transit

From: David Juba
To: ["info@carlislechamber.org"](mailto:info@carlislechamber.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:43:00 PM

Hello:

I am reaching out today to the Greater Carlisle Area Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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If you are interested in learning more on this program or if you have serviced constituency that would like to participate, please let us know.

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853

www.rabbittransit.org | www.ridethetrolley.com
facebook.com/rabbittransit . facebook.com/FreedomTransit . google.com/transit

From: David Juba
To: ["info@hbgrc.org"](mailto:info@hbgrc.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:42:00 PM

Hello:

I am reaching out today to the Harrisburg Regional Chamber & CREDC in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

The U.S. Department of Transportation's DBE (disadvantaged business enterprise) program provides a vehicle for increasing the participation by MBE/WBEs in state and local procurement. DOT DBE regulations require state and local transportation agencies that receive DOT financial assistance to establish goals for the participation of DBEs. Each DOT-assisted state and local transportation agency is required to establish annual DBE goals, and review the scopes of anticipated large prime contracts throughout the year and establish contract-specific DBE subcontracting goals. Three major DOT operating administrations are involved in the DBE program. They are the Federal Highway Administration, the Federal Aviation Administration, and the Federal Transit Administration.

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(<http://www.paucp.com/>)

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YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (f) 848.4853

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facebook.com/rabbittransit . facebook.com/FreedomTransit . google.com/transit

From: David Juba
To: ["Email:"](#)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:42:00 PM

Hello:

I am reaching out today to the Lebanon Valley Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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Furthermore, I've included a draft of our notice to DBEs for you to publish to your membership.

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISES

The York County Transportation Authority here-by announces that it has established a **5.2%** Disadvantaged Business Enterprise (DBE) preliminary goal for the Federal Fiscal period beginning October 1, 2014 and ending September 30, 2017. The goal determining methodology and a description of the YCTA's DBE Program are available during business hours at 1230 Roosevelt Avenue in York. DBE organizations are encouraged to review the goals and provide input. Comments will be accepted until September 5th, 2014 at the address listed below or at the Federal Transit Administration's Region 3 Office at 1760 Market Street, Suite 500, Philadelphia, PA, 19103-4124.

Non-registered DBE firms that are able to supply parts, supplies, and/or services are encouraged to

apply for certification by contacting the PA Unified Certification Program – www.paucp.com

YCTA

Attn: DBE Liaison Officer

1230 Roosevelt Avenue

York, PA 17404

(717) 849-0709 Phone

(717) 848-4853 Fax

Kallen@rabbittransit.org

Thank you for your assistance and input in this process.



David Juba | Operations Analyst
York Adams Transportation Authority

rabbittransit | Freedom Transit
Northumberland County Shared Ride Coordinator
1230 Roosevelt Avenue | York, PA 17404
717.849.0722 (p) 848.4853

www.rabbittransit.org | www.ridethetrolley.com
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From: David Juba
To: "president@wnyork.com"; "programandsponsorship@wnyork.com"
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:36:00 PM

Hello Women's Network of York:

I am reaching out today to your organization in hopes that I can share with you some information that your members may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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The following link provides more information on the DBE program:

<http://www.dot.gov/osdbu/disadvantaged-business-enterprise>

To participate in the program, MBEs/WBEs must register with the PA UCP.

(<http://www.paucp.com/>)

If you are interested in learning more on this program or if you have members that would like to participate, please let us know.

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From: David Juba
To: ["cathy@yorkbuilders.com"](mailto:cathy@yorkbuilders.com)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:34:00 PM

Hello Ms. Warner:

I am reaching out today to the York Builders Association in hopes that I can share with you some information that your members may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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From: David Juba
To: ["info@ycea-pa.org"](mailto:info@ycea-pa.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:37:00 PM

Hello:

I am reaching out today to the York Chamber of Commerce in hopes that I can share with you some information that your serviced constituency may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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From: David Juba
To: ["score441@yorkscore.org"](mailto:score441@yorkscore.org)
Subject: YCTA's DBE Program Notice
Date: Thursday, July 24, 2014 2:35:00 PM

Hello:

I am reaching out today to the York SCORE in hopes that I can share with you some information that your members may be interested in. rabbittransit (York County Transportation Authority) is a recipient of federal funds. A condition of receiving federal funds is that we must participate and promote the DBE (disadvantaged business enterprise) program.

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UPCOMING EVENTS

AACCCP 2014 CHAMBER AWARDS...
Thursday, October 9, 2014 at 6:00pm
Hosted by African-American Chamber of Commerce of Central PA (AACCCP)

POSTS TO PAGE

rabbittransit
Today at 4:42pm

The York Adams Transportation Authority is currently seeking comments regarding its Disadvantaged Business Enterprise program. For more information please visit:
<http://www.rabbittransit.org/Portals/0/DBE%20Meeting%20Notice.pdf>

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Burkina Faso Embassy New Delhi
August 13 at 3:59am

a link.
August 13

We need to hear from the HR professionals out there.
http://www.theroot.com/blogs/journalisms/2014/07/new_study_shows_that_promoting_diversity_in_corporate_america_gets_staffers.html?wpisrc=policymic



Promoting Diversity in Your Workplace Might Cost You
www.theroot.com

Study: Advocacy Backfires on Those Who Are Not White Men "Valuing diversity is apparently frowned upon in Corporate America — unless you're a white man," Jillian Berman wrote Monday for the Huffington Post. "Women and minorities who promote..."

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African-American Chamber of Commerce of Central PA (AACCCP)
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