

SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY (SCRRA) DBE PROGRAM MANUAL

I. POLICY

A. Policy Statement (§26.3, §26.7, §26.21 and §26.23)

The Southern California Regional Rail Authority (hereinafter referred to as "Authority") is committed to fulfilling the spirit and intent of the federal Disadvantaged Business Enterprise (DBE) Program and its regulations published under U.S. Department of Transportation (U.S. DOT) 49 CFR Part 26, by ensuring that DBEs have equitable access to participate in all federally funded Authority contracting opportunities.

The Authority's policy is to ensure that minority-owned, women-owned, and other disadvantaged small businesses can fairly compete for and perform contracts and subcontracts financed in whole, or in part with DOT funds. This Policy, which has been developed pursuant to 49 CFR Part 26, outlines specific actions which are taken by the Authority to ensure a level playing field and foster equal opportunity in all DOT-assisted Authority contracting opportunities.

B. Objectives (§26.1)

Pursuant to the intent of these regulations, the Authority's policy objectives are to:

1. Ensure non-discrimination in the award and administration of all Metrolink contracts and subcontracts;
2. Provide a level playing field by which DBEs can compete fairly and perform in the Authority's DOT-assisted-contracts;
3. Comply with federal regulations and financial assistance agreements;
4. Meet legal standards for unique and narrow program tailoring;
5. Reaffirm commitment to fairness and the principles of equal opportunity;
6. Disseminate timely and accurate information regarding Metrolink's contracting opportunities to DBE Program participants and potential participants;
7. Ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
8. Establish and meet DBE goals reflexive of DBE availability within the Authority's market area;
9. Monitor and enforce contractor compliance with meeting established DBE goals and/or exercising Good Faith Efforts as defined in 49 CFR 26; and
10. Remove procurement and contracting barriers which impede DBE participation.

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As evidence of the Authority's commitment to pursue these objectives, the Executive Director has designated the Manager of Diversity and Labor Compliance to serve as the Authority's DBE Liaison Officer (DBELO). However, all Authority executives, management and staff share in the responsibility for making the Authority's DBE Program a success, and shall give their full cooperation to the DBELO in the implementation of this Policy. Implementation of the DBE Program has the same priority as all other legal obligations incurred by the Authority as contained within its financial assistance agreement with the U.S. DOT.

In accordance with the requirements of 49 CFR 26 and the U.S. DOT's final rule effective March 5, 2010, triennial (overall) DBE participation goals for SCRRA's DOT-assisted procurements are submitted to the Federal Transit Administration (FTA) prior to the beginning of each triennial goal period consistent with the Federal Fiscal Year (FFY). Prior to submittal to the FTA, the overall goal will be approved by the Authority Board.

The Authority's DBELO reviews the overall DBE goal prior to the beginning of each FFY and adjusts the goal, if necessary, for the remainder of the triennial goal period. Any adjustments to the overall goal percentage will be approved by the Authority Board prior to re-submittal to the FTA.

The DBELO also reviews each contracting opportunity to determine applicability to DBE Program requirements. Where applicable, DBE contract goals will be established in accordance with FTA-approved goal-setting methodology.

The Authority monitors and enforces contractor compliance with pre- and post-award DBE Program requirements.

The Authority conducts and participates in DBE-focused, as well as race and gender neutral, outreach activities to recruit DBE Program participants and to educate the contracting community and general public about the Authority's small and disadvantaged business participation initiatives.

Through such efforts, the Authority shall ensure adherence to contracting and procurement processes that promote equity in access, consideration and opportunity for DBEs in response to requirements set forth under 49 CFR Part 26: *Participation of Disadvantaged Business Enterprises in U.S. Department of Transportation Programs*, effective March 4, 1999.

This DBE Policy Statement is posted on the Authority's website and made available to all Authority personnel, DBE and non-DBE contractors, the general business community, and the general public.



Michael P. DePallo
Chief Executive Officer

6-4-14
Date