

Meet the Buyer: *Doing Business with Local Transit Districts (DBE Outreach)*

Jody O'Connor
Government Contracting Counselor
Washington Procurement Technical Assistance
Center (PTAC)



Sponsored by



Washington PTAC

Mission & Activities

- To maximize the number of capable Washington State companies participating in the government marketplace
 - Provides no-cost one-on-one counseling
 - Workshops and Webinars
 - Assists with locating bids & helps interpret solicitations
 - Assists with registrations & certifications
 - Assists with marketing to the government
 - Electronic Bid Match service (\$165/year, 30-day free trial)
 - Post-award assistance





Washington PTAC

*Serving Businesses Throughout
Washington State*

Contact a Washington PTAC
Counselor Near You Today!



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**#8 TRI-CITY REGIONAL
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2022 PTAC WA Events

PTAC/SBDC Small Business Roundtable

July 21, 2022

Virtual via Zoom: [SE Washington PTAC/SBDC Small Business Roundtable \(ecenterdirect.com\)](https://ecenterdirect.com)

Procurement Power Hour

August 11, 2022

Live event (currently): [Procurement Power Hour \(ecenterdirect.com\)](https://ecenterdirect.com)

PTAC YouTube Webinar Recordings: [Washington PTAC – YouTube](https://www.youtube.com/channel/UCqGzXpXpXpXpXpXpXpXpXpX)

Washington PTAC Calendar: [washingtonptac.org/events](https://www.washingtonptac.org/events)



Disadvantaged Business Enterprise (DBE) Certification

The Washington State Office of Minority and Women's Business Enterprise (OMWBE) certifies small businesses that are **owned and controlled by minorities, women, and other disadvantaged individuals.**

OMWBE certifies businesses in order **to increase contracting opportunities for the certified businesses with State and local governments.**

OMWBE's Website: <https://omwbe.wa.gov>



Why Get Certified?

- Your firm anticipates working with state agencies, local governments, school districts, and public universities.
- Federally-funded transportation projects have mandatory goals for participation of certified firms.
- State agencies and colleges have supplier diversity goals.
- Some private companies also use OMWBE's certified firms to fulfill their supplier diversity goals.
- Increased marketability – agencies and prime contractors can find OMWBE certified firms in a centralized database.

Where do I start my certification application?

Create an account on the Certification Portal

- [Washington State Office of Minority & Women's Business Enterprises Certification Management System \(diversitycompliance.com\)](https://diversitycompliance.com)
- “Apply For/ Renew Certification” | “Create Account”

Online Application

- Choose state or federal. Start a federal application if you want both state and federal certifications

Complete online application and upload documents

Types of Documents

- Affidavit of Certification
- Personal and business taxes (3 years)
- Personal Net Worth Statement
- Business formation and operating documents
- Resume(s)
- Proof of initial investment
- List of equipment

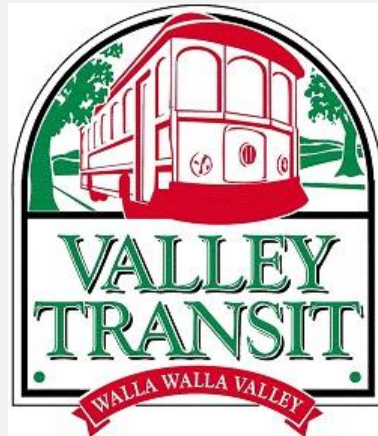
Application Process Time

- Up to 60 days for State Certification
- Up to 90 days for Federal Certification
 - Federal certification requires an onsite visit

Guest Presenters

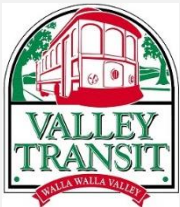
- Jesse Kinney – Deputy General Manager (Finance) – Valley Transit
- Rob Orvis – Procurement Manager – Ben Franklin Transit

Valley Transit - DBE Outreach and Program



Contacts:

- Dave Kopf – Procurement Specialist –
Dave@valleytransit.com
- Jesse Kinney – Deputy General Manager (Finance) –
Jesse@valleytransit.com
- Valley Transit
 - Phone – 509-525-9140
 - Address – 1401 W Rose St, Walla Walla, WA 99362



History

Valley Transit is a special-purpose municipal corporation providing public transportation services to the cities of Walla Walla and College Place and parts of unincorporated Walla Walla County. The Public Transportation Benefit Area (PTBA) was created in 1979 by the Walla Walla County Board of County Commissioners and funded by a public vote in March of 1980. Valley Transit began operations in January of 1981. In February of 2010 voters increased the local sales tax dedicated to transit.

Valley Transit Procurement Goal

- Valley Transit strives to create a level playing field in all procurements which leads to timely and fair procurement of goods and services. Protecting and properly managing the funds which have been entrusted to us from the members of the Public.

What we do!

- Valley Transit provides four modes of service:
Currently 75% of normal service levels
 - Fixed Route (Monday – Saturday)
 - Demand Response (Dial-A-Ride) (Monday – Saturday)
 - Vanpool (Group Schedule)
 - Job Access (365 days Per year)
- Valley Transit provided 247,516 trips in 2021, a huge decrease from the 664,702 provided in 2019.

Valley Transit Expenditures

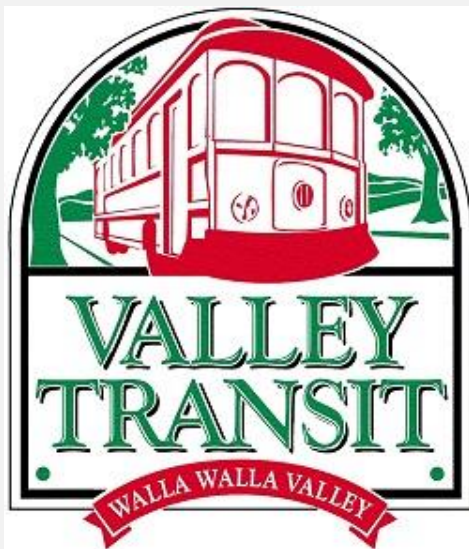
- Valley Transit Expenditures have changed drastically over the COVID years.
- Valley Transit is still budgeting over 1.1 million in discretionary spending.
- Including: Parts, Services, Office Supplies, Freight
- Valley Transit has budgeted 2.7 million in non-vehicle capital projects.
- Valley Transit has 1 DBE vendor we use with local funds expending \$11-15 thousand a year with them.

Non- Vehicle Major Projects

- 2022
 - Security Fence and Accessibility Upgrades
- 2023
 - Bus Storage Facility Expansion
 - Parking Lot Improvement
 - Inductive Charging Pads for Battery Electric Buses
 - Facility Renovation for Energy Efficiencies (Windows/Door Improvements)
- 2025
 - Main Facility Roof Renovation

Valley Transit Purchasing Policies

- Micro Purchase
- Small Purchase
- Sealed Bid (RFB, RFP, RFQ)



Micro	Small	Sealed
<\$3000	\$3,000-\$60,000	\$60,000+
Fair and Reasonable	Written Quote	Sealed Bid
No set # of vendors	3+ Vendors	Notice in public journal

Disadvantaged Business Enterprise

Why is VT interested in DBE's?

- Valley Transit is a recipient of FTA Operating assistance.
- VT is required to have a DBE program.
- VT must attempt to expend a specified percentage of their FTA discretionary funding to DBE businesses.

What are the Benefits to DBE's?

- Being a DBE gives preference in an equal quote.
- Being a DBE ensures inclusion in rotation of normal purchases.
- DBE goals on larger projects for subcontracted DBE's
- Larger agencies than VT

DBE Certification and Resources

- WA State Office of Minority & Women's Business Enterprises' website is: www.omwbe.wa.gov You may also contact them via: technicalassistance@omwbe.wa.gov and omwbewebadmin@omwbe.wa.gov or by phone at (360)-664-9750.



DBE OUTREACH

BEN FRANKLIN TRANSIT

Ben Franklin Transit Overview

Upcoming Procurement Projects

Disadvantage Business Enterprise
Outreach & Information

July 14, 2022

INTRODUCTIONS:

BFT Procurement Staff:

Rob Orvis – Procurement Manager (509) 318-5862

Errika Armatrout – Senior Contract Specialist (509) 318-5867

Lisa Mann – Procurement Specialist II (509) 318-5866

Johnabeth Sealy – Procurement Specialist I (509) 734-5236

WHO WE ARE:

Ben Franklin Transit's (BFT) Procurement Department's objective is to procure goods and services. We work together as a team and with customers to guarantee an open and fair market while ensuring timely processes. We strive to establish, communicate and enforce superior business practices.



BEN FRANKLIN TRANSIT

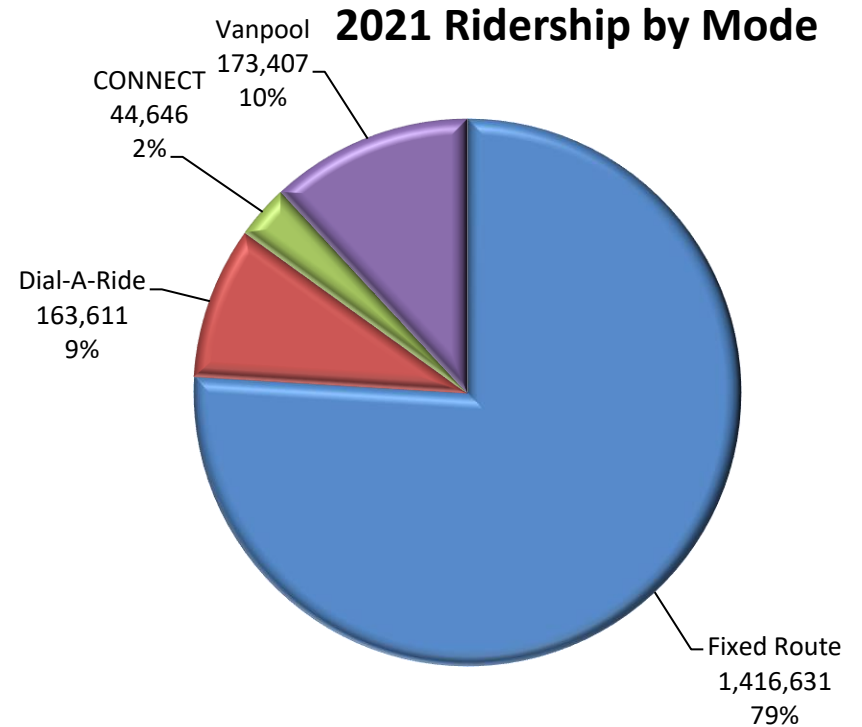
Agency Overview





Ben Franklin Transit Services

- BFT provides multiple modes of transit:
 - Bus (fixed route)
 - Dial-A-Ride
 - Vanpool
 - CONNECT
- Operates 18 fixed routes
 - Provided 7 days a week
- In 2021, Dial-A-Ride provided over 163,611 rides per year to disabled riders who cannot utilize fixed route.
- Currently, in 2022, the Vanpool program provides over 600 daily trips via ridesharing (Currently 90+ vans).
- Service Hours:
- Monday – Friday:
 - Bus: 6:00 a.m. to 10:00 p.m.
 - DAR: 6:00 a.m. to 9:30 p.m.
 - CONNECT: 5:45 a.m. to 10:15 p.m.
- Saturday:
 - Bus: 7:00 a.m. to 10:00 p.m.
 - DAR: 7:00 a.m. to 9:30 p.m.
 - CONNECT: 6:45 a.m. to 10:15 p.m.
- Sunday:
 - Bus: 8:00 a.m. to 6:30 p.m.
 - DAR: 8:00 a.m. to 6:00 p.m.
 - CONNECT: 7:45 a.m. to 6:45 p.m.

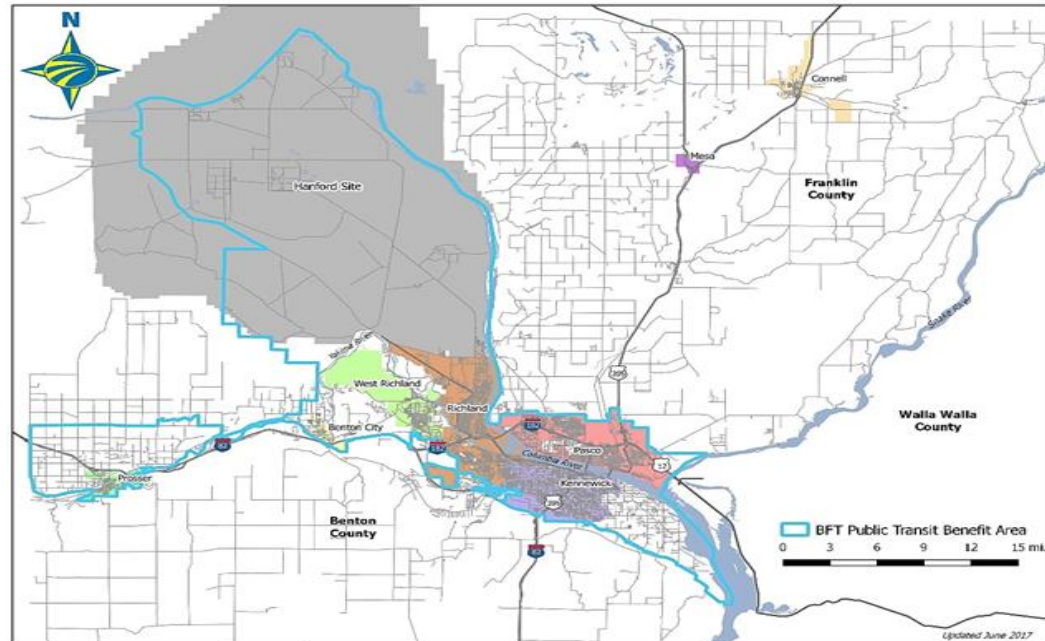


*2021 total system ridership was up about 12% in 2021. Ridership recovery from pandemic appears to be underway.

Ben Franklin Transit Service Area

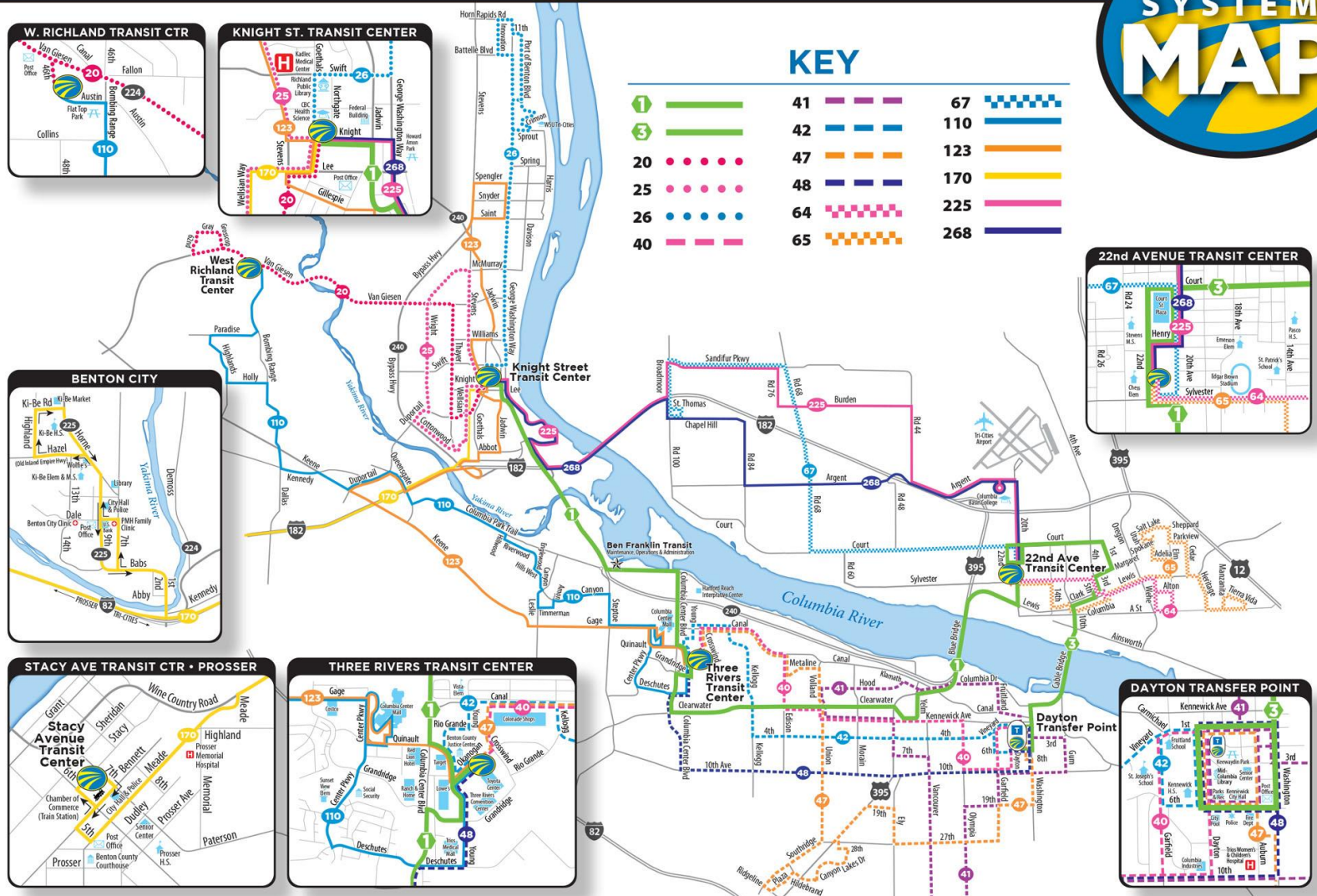
- Public Transit Benefit Area (PTBA) formed on May 11th, 1981
- Serves 6 jurisdictions within Benton and Franklin County
 - ❖ Kennewick
 - ❖ Pasco
 - ❖ Richland
 - ❖ West Richland
 - ❖ Prosser
 - ❖ Benton City

- Service Area:
616 sq. miles



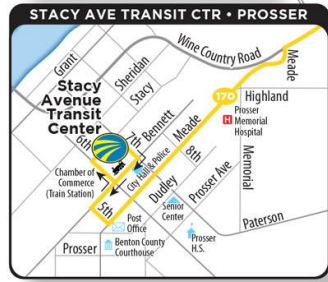
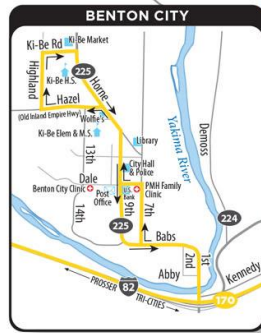
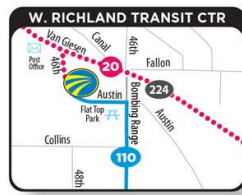


Current Bus Network



KEY

1	41	67
5	42	110
20	47	123
25	48	170
26	64	225
40	65	268





Sunday Network Bus + CONNECT

BFT.ORG

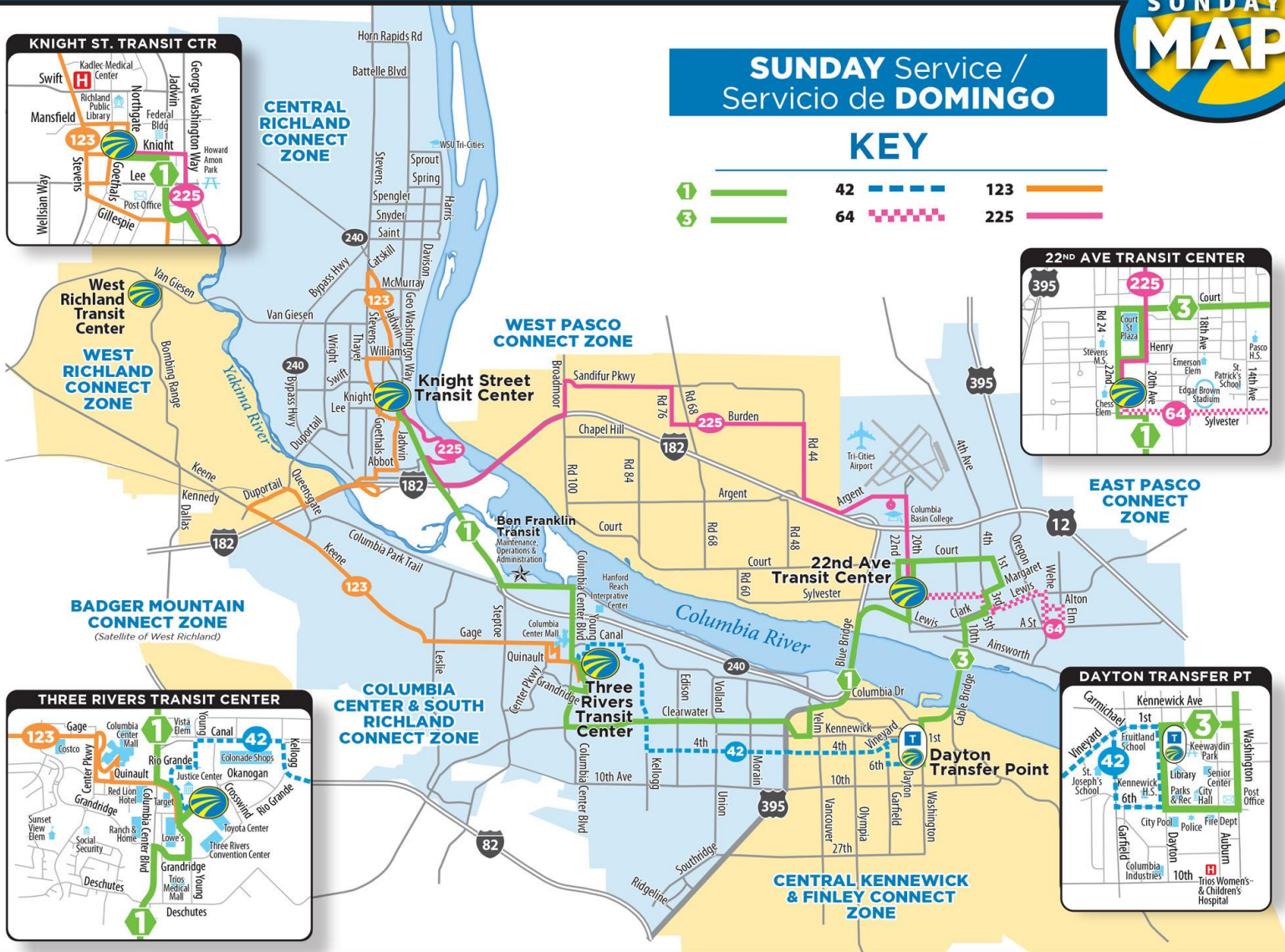
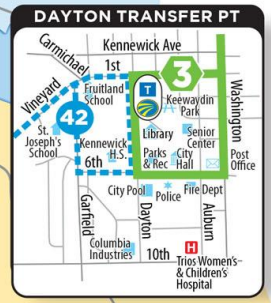
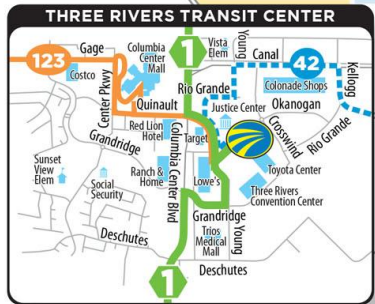
509.735.5100



SUNDAY Service / Servicio de DOMINGO

KEY

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BFT Funding Sources

2022 Capital Budget - Details				
Funding Sources				
Source	Local	State	Federal	Total
Local				
Sales Tax	13,117,950	-	-	13,117,950
Reserves	13,608,450	-	-	13,608,450
Local	26,726,400	-	-	26,726,400
State				
Dept. of Ecology Grant	300,000	1,500,000	-	1,800,000
Special Needs Funding	-	2,408,284	-	2,408,284
State	300,000	3,908,284	-	4,208,284
Federal				
FFY 2017 5307 Formula	120,845	-	684,789	805,634
FFY 2017 5339 Bus/Facilities Formula	127,573	-	722,914	850,487
FFY 2018 5307 Formula	554,188	-	3,007,062	3,561,250
Federal	802,606	-	4,414,765	5,217,371
Total	\$ 27,829,006	\$ 3,908,284	\$ 4,414,765	\$ 36,152,055

2022 Recent & Upcoming Projects

Recently Closed Solicitations:

- HVAC Upgrade for our Administration Building
- Cameras for Fixed Route Buses
- Scheduling and Run Cutting Management Software
- Powder Coat Bus Shelters
- Enterprise Business System Consultant
- Construction Management Services

Open Solicitations:

- Banking Services
- A & E Services
- Transit Security Needs Assessment and Implementation Plan

2022/2023 Upcoming Projects

- Operations Building Remodel
- Queens Gate Transit Center
- Software Tool – Public Records Tracking
- AC upgrade – Server Room
- Mobile Command Vehicle
- Paint Booth
- Three Rivers Front Door Replacement
- Oil-Water Separator Clean Out Services
- Automated Fluid Management System

Where to Find Open Solicitations

1. <https://www.bft.org/procurement/>
2. <https://www.mrscrosters.org>
3. <https://washingtonptac.org/bid-match/>
4. <https://omwbe.wa.gov/>
5. <https://secure.procurenow.com/portal/bft>

Contractors shall create a Free account with OpenGov Procurement by signing up at: <https://secure.procurenow.com/signup> . Once you have completed account registration, browse back to: <https://secure.procurenow.com/portal/bft> and click on "Submit Response", then follow the instructions to submit the electronic proposal by the proposal due date.

- The MRSC Roster is a convenient service used by Washington local governments to contact businesses about small public works projects, consulting opportunities, and contracting of goods or services.
- Businesses can join the MRSC roster online to get contracting opportunities from WA Public Agencies.
- Roster is maintained by MRSC.
- BFT utilizes MRSC Roster for projects up to \$100,000.
- Federal Funded Projects use formal competitive bid process.

DBE CERTIFICATION

Reasons to get Certified:

- Firm will be listed on the WA State Office of Minority & Women's Business Enterprises
- Statewide marketing for your business
- BFT, Local Cities and Counties utilize the list when requesting bids and proposals
- Access to Resources for Small Business

ADDITIONAL RESOURCES

- WA State Office of Minority & Women's Business Enterprises' website is: www.omwbe.wa.gov You may also contact them via: technicalassistance@omwbe.wa.gov and omwbewebadmin@omwbe.wa.gov or by phone at (360)-664-9750.

FUTURE OUTREACH MEETINGS

- Summer 2023
- Updated projects lists
- DBE & Small Business Information

Questions and Suggestions

THANK YOU!

Transit Department Contacts

- **Valley Transit**
 - Phone – 509-525-9140
 - Address – 1401 W. Rose St., Walla Walla, WA 99362
- Jesse Kinney: jesse@valleytransit.com
- Dave Kopf – Procurement Specialist – dave@valleytransit.com

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Washington PTAC Calendar: washingtonptac.org/events

