

DEPARTMENT OF TRANSPORTATION
OFFICE OF RAIL AND MASS TRANSPORTATION
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*Making Conservation
a California Way of Life.*

May 8, 2019

Dear Caltrans FTA Subrecipient,

Caltrans DRMT recently provided our FTA subrecipients with a Threshold Questionnaire to help DRMT determine if certain DBE funding thresholds were met. Part of the questionnaire also requested subrecipient information on direct FTA 5307 funding status.

Based on the documentation provided through the Threshold Questionnaire, your agency has been confirmed to be a direct FTA 5307 recipient and accordingly are eligible to report your DBE and Non-DBE contracting activities directly to the FTA.

Attached is the Caltrans "Memorandum of Understanding: Participation by Disadvantaged Business Enterprise (DBE)" to formalize DBE reporting responsibilities. Please sign and date the attached MOU and email to Sharon Beasley, Sharon.beasley@dot.ca.gov, for Caltrans signature.

Upon full execution a copy will be emailed to you to retain for your records. The original will be kept at Caltrans.

Please note the date of this Memorandum of Understanding is April 1, 2019 to coincide with the Semi-annual DBE reporting period.

Sincerely,

A handwritten signature in blue ink that reads "Wendy King".

Wendy King, Office Chief
Transit Grants and Contracts
Division of Rail and Mass Transportation

MEMORANDUM OF UNDERSTANDING
Participation by Disadvantaged Business Enterprise (DBE)

The California Department of Transportation (Caltrans), the Division of Rail and Mass Transportation (DRMT) is responsible for administering the Federal Transit Administration (FTA) transit grant programs authorized by sections 5310, 5311, and 5339 of Title 49 of the United States Code through delegated authority from the Governor. Caltrans responsibility includes ensuring compliance with 49 CFR Part 26 Participation by Disadvantaged Business Enterprise (DBE).

The subrecipient, _____ is a direct recipient of FTA funds and has submitted a DBE Program Plan through the Transit Award Management System (TrAMS) which has been acknowledged by the FTA with the annotation "Concur."

This Memorandum of Understanding (MOU), establishes terms and conditions for reporting DBE utilization of FTA funding.

TERMS AND CONDITIONS

The term of this MOU is **April 1, 2019 through September 30, 2022** and coincides with the DRMT three-year DBE reporting period. Up to 180 days prior to the end of this MOU, the DRMT may request this MOU be reauthorized. Non-compliance with the terms and conditions of this MOU are considered a material breach which may result in the termination of the DOT 213 "Standard Agreement" between the DRMT and the Subrecipient, or other appropriate remedy.

Subrecipient and DRMT shall comply with 49 CFR Part 26, "Participation by Disadvantaged Business Enterprise (DBE)" always.

Subrecipient hereby agrees that it

- will include FTA Section 5310, 5311 and/or 5339 funding for the term of this MOU in the Agency's DBE goal and methodology calculation.
- will report FTA funding on the DBE semi-annual report to the FTA for the term of this MOU.
- will report rollingstock purchases to the FTA in the manner prescribed by the FTA for the term of this MOU.

DRMT hereby agrees that:

- it will remain responsible for obligations other than DBE reporting for all FTA grant programs delegated from the Governor. These continued responsibilities include but are not limited to managing funding distributions and other grant oversight functions.
- the 5310, 5311, and 5339 funding for the subrecipient, _____ shall be excluded from the Caltrans triennial DBE goal and methodology calculation.
- it will not include 5310, 5311, or 5339 funding directed to the subrecipient, _____, in the Caltrans DBE semi-annual report.

AUTHORIZATION

The undersigned, through their duly authorized representatives, have executed this MOU on the date indicated below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU.

Subrecipient:

Caltrans Division of Rail and Mass Transportation

SIGNATURE

SIGNATURE

Authorized Representative:

Wendy King

Title:

Chief, Office of Transit Grants and Contracts

Date:

Date: