

## Survey #3: DBE Status Verification

### X. SWITCHBOARD INTRODUCTION AND COMPANY VERIFICATION

Good Morning/Good Afternoon, my name is \_\_\_\_\_ from [Jack Faucett Associates]. I am calling on behalf of the US Federal Railroad Administration. Is [EXECFULL] available?

[IF NO NAME IN EXECFULL] May I please speak with the owner, chief financial officer, or senior manager of [VENDOR]?

IF NOT THE RIGHT COMPANY, GO TO Z.

### Y. RESPONDENT INTRODUCTION AND COMPANY VERIFICATION

Good Morning / Good Afternoon, my name is \_\_\_\_\_ from [Jack Faucett Associates, Inc.]. I am calling on behalf of the US Federal Railroad Administration. I just have a couple of questions for you in order to update our clients' records about the types of companies doing business in the railroad industry. Your answers to this survey are completely confidential. The Federal Railroad Administration will only use answers in aggregate, combined with the responses of other companies, and will not identify your company in any way.

Let me just confirm that the name of this company is [VENDOR]. IF NOT THE RIGHT COMPANY GO TO Z, ELSE GO TO 1

### Z. INCORRECT OR CHANGED COMPANY INFORMATION

Can you provide any information about [VENDOR]?

Yes, can provide information about named company----- GO TO Z1

Yes, same owner doing business under a different name GO TO Z6

Company bought/sold/changed ownership----- GO TO Z3

No, does not have information-----Thank and End

Refused to give information-----Thank and End

Z1. [ENTER PHONE OF NAMED COMPANY] -- Update phone --

Z2. Can you provide the name of the owner or senior manager of [VENDOR]? -- Update name --- Thank and End.

Z3. What is the new name of the company that used to be [VENDOR]?

Z4. Can you provide the name of the owner, chief financial officer, or senior manager of the new company?

Z5. Can I have a telephone number for them?—Thank and End. (**Screen-out Changed Ownership**)

Public reporting burden for this information collection is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. According to the Paperwork Reduction Act of 1995, a federal agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The valid OMB control number for this information collection is 2130-XXXX. All responses to this collection of information are voluntary. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden to: Information Collection Officer, Federal Railroad Administration, 1200 New Jersey Ave., S.E., Washington D.C. 20590

Z6. What is the new name of the company that used to be [VENDOR]? -- Update vendor name -- [GO TO Z6a]

Z6a. INTERVIEWER: Can you provide an updated phone number?

Yes UPDATE PHONE, THEN GO TO Q1

No GO TO Q1

**AA. COMPANY QUESTIONS**

1. First, I would like to ask you about the ownership of this company. A company is defined as “woman-owned” if 51 percent or more of the company is owned and controlled by one or more women. By this definition, is [VENDOR] a “woman-owned” company?

Yes.....1 [GO TO 2]

No.....2 [GO TO 2]

(VOL) Don’t know.....3 [GO TO 1a]

(VOL) Refused.....4 [GO TO 2]

1a. Who would know this information?

Gave response..... 1 [BACK TO UPDATE NAME]

Refused.....2 [GO TO 2]

2. A company is defined as being “veteran-owned” if 51 percent or more of the company is owned and controlled by one or more veterans. By this definition, is [VENDOR] a “veteran-owned company?

Yes .....1 [GO TO 3]

No.....2 [GO TO 3]

(VOL) Don’t know .....3 [GO TO 2a]

(VOL) Refused.....4 [GO TO 3]

2a. Who would know this information?

Gave response.....1 [BACK TO UPDATE NAME]

Refused.....2 [GO TO 3]

3. A company is defined as being “service-disabled veteran-owned” if 51 percent or more of the company is owned and controlled by one or more service-disabled veterans. By this definition, is [VENDOR] a “service-disabled veteran-owned company?

Yes .....1 [GO TO 4]

No.....2 [GO TO 4]

(VOL) Don’t know .....3 [GO TO 3a]

(VOL) Refused.....4 [GO TO 4]

3a. Who would know this information?

Gave response.....1 [BACK TO UPDATE NAME]

Refused.....2 [GO TO 4]

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4. A company is defined as being minority-owned if 51 percent or more of the company is owned and controlled by one or more a minority group or groups, such as African Americans, or people of Hispanic, Asian, or Native American descent. By this definition, is [VENDOR] a minority owned company?
- Yes .....1 [GO TO 5]  
 No.....2 [GO TO 6]  
 (VOL) Don't know .....3 [GO TO 4a]  
 (VOL) Refused.....4 [GO TO 6]
- 4a. Who would know this information?
- Gave response.....1 [BACK TO UPDATE NAME]  
 Refused.....2 [GO TO 5]
5. Could you tell me the race or ethnicity of the owner or owners?  
**[INTERVIEWER NOTE: CHECK ALL THAT APPLY] [DO NOT READ LIST][MULTIPUNCH]**
- Caucasian.....1  
 Black/African American.....2  
 Hispanic.....3  
 Asian or Pacific Islander.....4  
 Native American.....5  
 Other.....(specify) 6  
 (VOL) Don't know.....7  
 (VOL) Refused.....8

**ASK Q4a IF MORE THAN ONE RESPONSE TO Q3.**

**CATI: DISPLAY ONLY RESPONSES FROM Q3 AND CODES 7-9**

- 4a. Could you tell me the race or ethnicity of the person with the largest share of ownership?  
**[SINGLE RESPONSE]**
- Caucasian.....1  
 Black/African American.....2  
 Hispanic.....3  
 Asian or Pacific Islander.....4  
 Native American.....5  
 Other.....(specify) 6  
 (VOL) Don't know.....7  
 (VOL) Refused.....8  
 (VOL) Equal ownership.....9

6. Which one of the following categories best describes the main business your company is in?  
**[READ LIST-If Necessary, Use Tack-up for Explanation of Categories][SINGLE PUNCH]**

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- a. BUILDING CONSTRUCTION – *e.g.*, general contracting for construction of residential, industrial, commercial, or other buildings; as well as alteration, repair and renovation.
- b. HEAVY CONSTRUCTION – *e.g.*, highways, streets, bridges, tunnels, sewers, railroads.
- c. SPECIAL TRADE CONTRACTORS – *e.g.*, HVAC, painting, electrical, masonry, carpentry, roofing, excavation, hauling.
- d. ARCHITECTURAL AND ENGINEERING SERVICES — *e.g.*, architectural services and structural, civil, mechanical, electrical, other engineering services.
- e. CONSTRUCTION-RELATED SERVICES — *e.g.*, testing, surveying, construction management, inspection, estimating, environmental, interior design.
- f. MAINTENANCE SERVICES — includes any work necessary for the continued operation or upkeep of a facilities, structures, buildings, building systems, and grounds, *e.g.*, building cleaning and maintenance services, grounds keeping services.
- g. INFORMATION TECHNOLOGY — *e.g.*, hardware/software, programming, systems design, data processing, technical support and consulting, maintenance and repair.
- h. COMMODITIES – *e.g.*, equipment, materials, supplies, printing, publishing, vehicles, groceries, airport concessions retail.
- i. OTHER SERVICES — *e.g.*, financial, insurance, real estate, health, legal, transportation, social, educational, professional, food service, airport concessions services (including car rental services). Does not include maintenance services, A/E services, information technology, or construction-related services.
- j. [VOL] NONE OF THE ABOVE (specify – Can you tell me what is your principal line of work?)

7. Is (VENDOR) a publicly traded company listed on a stock exchange?

- Yes.....1
- No.....2
- (VOL) Don't know.....3
- (VOL) Refused.....4

**CLOSING:**

Thank you for your time. Those are all the questions we have, and thank you again for your time.

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