



U.S. Department
Of Transportation

Administrator

1200 New Jersey Avenue, SE.
Washington, D.C. 20590

**Federal Railroad
Administration**

August XX, 2019

Dear Business Owner:

The **U.S Department of Transportation (USDOT)** has commissioned a **Disadvantaged Business Enterprise (DBE) Disparity Study** of contracting and subcontracting activity funded in whole or in part by the **Federal Railroad Administration (FRA)**. This study is examining the participation of DBEs and all other business enterprises in rail-related contracting and procurement activities over the last several years. Each year, FRA grant and loan funds facilitate the purchase of a wide variety of construction, consulting services, and other goods and services from business owners like you. Gathering feedback from establishments in your industry is an important part of this Study.

We would greatly value your participation in a VERY SHORT (16 multiple choice questions) survey. Your response will be held in the strictest confidence allowable under the law. Survey results will appear only in the aggregate and no individual responses will be published. There are two ways to complete your survey:

Online: Submitting your response online is the most efficient method and we encourage you to utilize this option. To do so, please go to <http://surveys.jfa.com> and enter:

User Name: <<username>> and Password: <<password>> to begin.

US Mail: If you prefer, you may complete the enclosed survey form instead and return it in the enclosed postage paid envelope.

We know that your time is valuable, so the entire survey takes only about fifteen minutes to complete. The survey period for responses will only be open for a limited time, so please take a few minutes today to share your experiences with us.

The FRA has retained Jack Faucett Associates (JFA) Inc. (www.jfaucett.com), a well-known and respected consulting firm to conduct this independent third-party survey. If you have questions about the survey, please call 800-XXX-XXXX or send an e-mail to DisparityStudy@jfaucett.com.

This is an excellent opportunity to make your views known and we value your input. Thank you in advance for your assistance with this important project and we look forward to hearing from you.

Sincerely,

Ronald Batory
Administrator