

**Suffolk County Disadvantaged Business Enterprise (DBE)  
Overall Goal and Goal Setting Methodology  
for  
Federal Transit Administration Assisted Contracts  
FFY 2020-2022**

**Amount of goal**

The Suffolk County Department of Public Works/Transportation Division's overall DBE participation goal for FFY 2020-2022 is **4.17%** of the Federal financial assistance we will expend in FTA/ USDOT-assisted contracts, exclusive of FTA funds to be used for the purchase of transit vehicles.

The Division expects to let \$13,222,000 in FTA/ USDOT-assisted contracts in FFYs 2020-2022. Accordingly, we have set a goal of \$551,357 to be expended with DBEs during these fiscal years.

**FFY 2020-2022 FTA Funded Projects**

The Division expects to let the following FTA/ USDOT-assisted projects in FFYs 2020-2022:

- Bus shelter installations
  - Sub-contracting opportunities: bus shelter manufacturing, concrete work
- Bus stop sign installations
  - Sub-contracting opportunity: sign manufacturing
- Consulting services for in-plant inspection and FTA Post-Delivery Buy America audits for transit and paratransit buses
- Demographic survey for the Suffolk County Transit fixed route bus system
  - Sub-contracting opportunity: temporary labor services
- Final engineering services for CR97 Nicolls Rd Bus Rapid Transit (BRT) corridor
- Automated Vehicle Locator (AVL) system replacement
  - Sub-contracting opportunity: electrical equipment installation

These projects were determined to encompass the following NAICS Codes:

236220 - Commercial and institutional building construction  
237310 - Highway, street, and bridge construction  
238110 - Poured concrete foundation and structure contractors  
238210 - Electrical Contractors and Other Wiring Installation Contractors  
334220 – GPS Equipment Manufacturing  
339950 - Sign manufacturing  
541330 - Engineering services

- 541614 - Process, physical distribution, and logistics consulting services
- 541910 - Marketing research and public opinion polling
- 561320 - Temporary help services

**Base Figure Calculation**

To calculate its base figure for DBE participation, the Division has used the NYS Unified Certification Program (UCP) DBE directory and 2016 Census Bureau County Business Patterns data to determine the number of “willing and able” DBEs in our market. The market was defined as the ten counties which comprise the region of the New York Metropolitan Transportation Council (NYMTC), the Municipal Planning Organization (MPO) to which Suffolk County belongs. The counties included are Nassau, Suffolk, Putnam, Rockland, Westchester, Bronx, Kings, New York, Queens, and Richmond.

In calculating the base figure, first all reasonably anticipated FTA-assisted contracting opportunities were identified and quantified:

	<b>NAICS Code</b>	<b>Description of Work</b>	<b>Amount of DOT funds on project:</b>	<b>% of total DOT funds (weight)</b>
<b>1)</b>	236220	<i>Bus Shelter Construction</i>	<b>\$960,000.00</b>	7.3%
<b>2)</b>	237310	<i>Highway, street, and bridge construction</i>	<b>\$722,100.00</b>	5.5%
<b>3)</b>	238110	<i>Poured concrete foundation and structure contractors</i>	<b>\$80,400.00</b>	0.6%
<b>4)</b>	541614	<i>Process, physical distribution, and logistics consulting services</i>	<b>\$112,000.00</b>	0.8%
<b>5)</b>	541910	<i>Marketing research and public opinion polling</i>	<b>\$144,000.00</b>	1.1%
<b>6)</b>	561320	<i>Temporary Staffing Services</i>	<b>\$16,000.00</b>	0.1%
<b>7)</b>	541330	<i>Civil Engineering Services</i>	<b>\$4,000,000.00</b>	30.3%
<b>8)</b>	339950	<i>Sign Manufacturing</i>	<b>\$187,500.00</b>	1.4%
<b>9)</b>	334220	<i>GPS equipment manufacturing</i>	<b>\$6,300,000.00</b>	47.6%
<b>10)</b>	238210	<i>Electrical Contractors and Other Wiring Installation Contractors</i>	<b>\$700,000.00</b>	5.3%
<b>Total FTA-Assisted Contract Funds</b>			<b>\$13,222,000.00</b>	

Next, DBE firms belonging to the above mentioned NAICS codes were identified through the NYS Unified Certification Program directory for all counties in the NYMTC region. Then the total amount of firms belonging to the above mentioned NAICS codes in those counties, as found in the 2016 Census Bureau’s County Business Patterns, were identified. The number of “willing and able” DBEs in our market was then divided by total number of businesses in the market. This gave us the relative availability of DBE firms in our market by NAICS code:

	<b>NAICS Code</b>	<b>Description of Work</b>	<b>Number of DBEs available to perform this work</b>	<b>Number of all firms available (including DBEs)</b>	<b>Relative Availability</b>
1)	236220	Bus Shelter Construction	75	1,557	4.8%
2)	237310	Highway, street, and bridge construction	82	212	38.7%
3)	238110	Poured concrete foundation and structure contractors	60	369	16.3%
4)	541614	Process, physical distribution, and logistics consulting services	13	274	4.7%
5)	541910	Marketing research and public opinion polling	9	422	2.1%
6)	561320	Temporary Staffing Services	14	880	1.6%
7)	541330	Civil Engineering Services	106	1,394	7.6%
8)	339950	Sign Manufacturing	9	238	3.8%
9)	334220	GPS equipment manufacturing	0	18	0.0%
10)	238210	Electrical Contractors and Other Wiring Installation Contractors	64	3,589	1.8%

Finally, a weighted base figure was determined, taking into account the overall portion of funds and the availability of DBEs represented by each NAICS code:

	<b>NAICS Code</b>	<b>Description of Work</b>	<b>Weight</b>	<b>x</b>	<b>Availability of DBEs</b>	<b>Weighted Base Figure</b>
1)	236220	Bus Shelter Construction	7.3%	x	4.8%	0.3%
2)	237310	Highway, street, and bridge construction	5.5%	x	38.7%	2.1%
3)	238110	Poured concrete foundation and structure contractors	0.6%	x	16.3%	0.1%
4)	541614	Process, physical distribution, and logistics consulting services	0.8%	x	4.7%	0.0%
5)	541910	Marketing research and public opinion polling	1.1%	x	2.1%	0.0%
6)	561320	Temporary Staffing Services	0.1%	x	1.6%	0.0%
7)	541330	Civil Engineering Services	30.3%	x	7.6%	2.3%
8)	339950	Sign Manufacturing	1.4%	x	3.8%	0.1%
9)	334220	GPS equipment manufacturing	47.6%	x	0.0%	
10)	238210	Electrical Contractors and Other Wiring Installation Contractors	5.3%	x	1.8%	0.1%
					<b>Total</b>	<b>5.1%</b>

## **Adjustment of Base Figure**

The second step in calculating the Division's overall DBE goal is to adjust the base figure, taking into consideration relevant and reliable data in order to make the goal as precise as possible. The Division will use actual past DBE participation in similar contracting opportunities in order to better gauge the availability of DBEs to compete for contracts. There have been no recent disparity studies conducted in the market area which would give the Division additional information in adjusting its goal.

During the past three-year period, the DBE participation in FTA funded contracts was as follows:

2017 – 3.23%  
2018 – .05%  
2019 (YTD) – 14.05%

Averaging the median of past participation of the past three years (3.23%) with our weighted base figure (5.1%) yields an adjusted figure of 4.17%. The Division believes that the goal of 4.17% truly and accurately reflects the participation that would be expected absent the effects of discrimination.

## **Estimated Race-Neutral And Race-Conscious Participation**

During the past three-year period, the Division did not have any DBE prime or subcontract awards utilizing race-neutral measures.

To calculate its FFY 2020-22 Race Neutral/Race Conscious Split, the Division takes into account its race neutral attainment for FFY 2017-19:

Race Neutral Attainment by % (0%)

\_\_\_\_\_ = **0% Relative Race Neutral Attainment**

Overall DBE Achievement by % (%)

Relative Race Neutral Attainment (0%) x Proposed Overall Goal (4.17%) =

**0% Absolute Race Neutral Attainment**

Proposed Overall Goal (4.17%) – Absolute Race Neutral Attainment (0%) =

**4.17% Race Conscious Split**

Using this formula produces a 100% race conscious goal. However, 49 CFR 26.51 requires that the Division meet the maximum feasible portion of our overall goal by using race-neutral means of facilitating race-neutral DBE participation. The Division will employ a number of race neutral measures to facilitate DBE participation, including:

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and by making contracts more accessible to small businesses
2. Reducing bonding requirements and providing services to help DBEs, and other small businesses, obtain bonding and financing;
3. Providing technical assistance and other services through the Suffolk County Office of Economic Development and Planning;
4. Ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists for bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors;
5. Ensuring distribution of the County's DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;
6. Identifying subcontracting opportunities in bid documents and offering assistance to prime contractors in finding suitable DBE subcontractors

Utilizing these race neutral methods, it is projected that 10% of DBE participation will be met through race-neutral measures.

Contract goals will be used to meet any portion of the overall goal that the Division does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of our overall goal that is not projected to be met through the use of race-neutral means.

Contract goals shall only be established on those USDOT/FTA-assisted contracts having subcontracting possibilities. A contract goal need not be established on every such contract, and where established, the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work). Such contract goals shall be expressed as a percentage of the total amount of the USDOT/FTA-assisted contract. Once the Division's DBE goal of 4.17% is met, we will discontinue establishing a DBE goal on federally-funded or federally-assisted procurements for the remainder of that federal fiscal year.