

**Suffolk County Disadvantaged Business Enterprise (DBE)  
Overall Goal and Goal Setting Methodology  
for  
Federal Transit Administration Assisted Contracts  
FFY 2017-2019**

**Amount of goal**

The Suffolk County Department of Public Works/Transportation Division's overall DBE participation goal for FFY 2017-2019 is **7.25%** 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 \$3,852,000 in FTA/ USDOT-assisted contracts in FFYs 2017-2019. Accordingly, we have set a goal of \$279,270 to be expended with DBEs during these fiscal years.

**FFY 2017-2019 FTA Funded Projects**

The Division expects to let the following FTA/ USDOT-assisted projects in FFYs 2017-2019:

- 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 surveys for the Suffolk County Transit fixed route bus system
  - Sub-contracting opportunity: temporary labor services
- Preliminary engineering services for proposed Bus Rapid Transit (BRT) corridor
- Bulkhead replacement at Cross Sound Ferry
  - Sub-contracting opportunities: paving, barriers

These projects were determined to encompass the following NAICS Codes:

- 236220 - Commercial and institutional building construction
- 237310 - Highway, street, and bridge construction
- 237990 - Other heavy and civil engineering construction
- 238110 - Poured concrete foundation and structure contractors
- 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 2015 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	Bus shelter manufacturing	\$480,000.00	0.1246
<b>2)</b>	237310	Highway, street , bridge construction	\$714,500.00	0.1855
<b>3)</b>	237990	Bulkhead construction	\$1,160,000.00	0.3011
<b>4)</b>	238110	Concrete work	\$40,000.00	0.0104
<b>5)</b>	339950	Sign manufacturing	\$187,500.00	0.0487
<b>6)</b>	541330	Preliminary engineering BRT study	\$1,000,000.00	0.2596
<b>7)</b>	541614	Bus inspection services	\$150,000.00	0.0389
<b>8)</b>	541910	On board survey	\$108,000.00	0.0280
<b>9)</b>	561320	Temporary labor	\$12,000.00	0.0031
	<b>Total FTA-Assisted Contract Funds</b>		<b>\$3,852,000.00</b>	<b>1</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 2015 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>
<b>1)</b>	236220	Bus shelter manufacturing	52	1454	0.0358
<b>2)</b>	237310	Highway, street , bridge construction	72	203	0.3547
<b>3)</b>	237990	Bulkhead construction	20	117	0.1709
<b>4)</b>	238110	Concrete work	50	364	0.1374
<b>5)</b>	339950	Sign manufacturing	8	234	0.0342
<b>6)</b>	541330	Preliminary engineering BRT study	95	1371	0.0693
<b>7)</b>	541614	Bus inspection services	9	250	0.0360
<b>8)</b>	541910	On board survey	8	554	0.0144
<b>9)</b>	561320	Temporary labor	12	869	0.0138

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>Avail-ability of DBEs</b>	<b>Weighted Base Figure</b>
<b>1)</b>	236220	bus shelter manufacturing	0.12461	x	0.03576	0.0045
<b>2)</b>	237310	highway, street , bridge construction	0.18549	x	0.35468	0.0658
<b>3)</b>	237990	bulkhead construction	0.30114	x	0.17094	0.0515
<b>4)</b>	238110	concrete work	0.01038	x	0.13736	0.0014
<b>5)</b>	339950	sign manufacturing	0.04868	x	0.03419	0.0017
<b>6)</b>	541330	preliminary engineering BRT study	0.25961	x	0.06929	0.0180
<b>7)</b>	541614	bus inspection services	0.03894	x	0.03600	0.0014
<b>8)</b>	541910	on board survey	0.02804	x	0.01444	0.0004
<b>9)</b>	561320	temporary labor	0.00312	x	0.01381	0.0000
					<b>Total</b>	<b>14.5%</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 Division did not award any prime contracts or subcontracts to DBE firms. The projects let during this period are similar to those to be let in FFY 2017-19. Averaging the median of past participation of the past three years (0%) with our weighted base figure (14.5%) yields an adjusted figure of 7.25%. The Division believes that the goal of 7.25% 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 relied 100% on race-neutral measures and did not let any contracts with stated DBE goals. Using this approach, no prime contracts or subcontracts were awarded to DBE firms.

To calculate its FFY2017-19 Race Neutral/Race Conscious Split, the Division takes into account its race neutral attainment for FFY 2014-16:

Race Neutral Attainment by % (0%)

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

Overall DBE Achievement by % (0%)

Relative Race Neutral Attainment (0%) x Proposed Overall Goal (7.25%) =

**0% Absolute Race Neutral Attainment**

Proposed Overall Goal (7.25%) – Absolute Race Neutral Attainment (0%) =

**7.25% 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 7.25% is met, we will discontinue establishing a DBE goal on federally-funded or federally-assisted procurements for the remainder of that federal fiscal year.