

**PALM TRAN
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM
GOALS/METHODOLOGY FISCAL YEAR 2021-2023**

BACKGROUND

Pursuant to 49 Code of Federal Regulations Part 26 (49 CFR 26), the US Department of Transportation requires that recipients of federal funding assistance of at least \$250,000.00 establish a Disadvantaged Business Enterprise (DBE) Program and submit overall DBE goals for review every three years.

PROPOSED GOAL FOR FY 2021-2023

Palm Tran has established an overall goal of DBE participation for fiscal years 2021-2023 for the Federal Transit Administration (FTA)-assisted contracts. In FY 2021-2023, Palm Tran will have available in federal grant funds approximately \$16,972,544 to award in contracts from October 1, 2020 to September 30, 2023. This amount includes allocations from previous years, projections for allocations for FY 2020 to FY 2022 and excludes funds that have already been assigned to ongoing projects and funds allocated for bus purchases. Out of this amount, it is Palm Tran's goal that the DBE participation on DOT-assisted contracts will be 12.6%.

PALM TRAN FISCAL YEAR FY 2021-2023 PROJECTS

Palm Tran used calculations by groups of North American Industry Classification Systems (NAICS) codes to identify the businesses available in the market area as they pertain to particular activities in major projects, the data was gathered from the Census website. Palm Tran used the identified NAICS codes to search for DBE firms who are ready, willing, and able to participate in FTA-assisted contracts for Fiscal Years 2021-2023, the DBE information was gathered from the UPC directory.

Data was gathered by major project and NAICS codes were identified this way in order to mirror the process of goal setting for a project. Tables were developed to organize the data.

NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEMS (NAICS)

Table I Identifies the corresponding NAICS Codes, type of industry (Work Item), associated with the proposed Palm Tran projects/contracts to be awarded in Fiscal Years 2021-2023.

The table Represents the total number of registered DBE firms and all available firms and subcontractors located in Palm Beach County's Normal Market Area who are ready, willing and able to participate in USDOT-assisted projects. They were extracted from the North American Industry Classification System (NAICS), Florida Department of Transportation Equal Opportunity Office DBE Directory, Palm Beach County Vendor Data Base, and the Census Bureau's County Business Pattern database.

Relative Availability (expressed as a percentage) = $\text{Number of DBE Firms} / \text{Total Number of All firms}$

TABLE I - RELATIVE DBE AVAILABILITY

NAICS Code	County Business Pattern # of Establishments	Historical Market Area			Certified DBEs	Relative DBE Availability	
		Broward	Miami	PBC			ALL BUSINESS
					17,908	2363	13.20%
236220	Commercial and Institutional Building Construction	283	329	196	808	315	38.99%
237310	Paving, street, concrete Pads	34	66	26	126	36	28.57%
238190	Other Foundation, Structure, and Building Exterior Contractors	52	74	52	178	32	17.98%
238210	Electrical Contractors and Other Wiring Installation Contractors	615	679	474	1,768	118	6.67%
238220	Heating, ventilation and air-conditioning (HVAC) contractors	765	887	652	2,304	45	1.95%
238290	Other Building Equipment Contractors	58	70	36	164	15	9.15%
238320	Painting (except roof) contractors	378	330	367	1,075	84	7.81%
238330	Flooring Contractors	156	133	108	397	23	5.79%
238990	Paving, residential and commercial driveway and parking lot	259	268	303	830	291	35.06%
339950	Signs and signboards (except paper, paperboard) manufacturing	39	57	32	128	13	10.16%
441110	New Car Dealers	114	130	81	325	0	0.00%
541320	Land use planning services	53	55	88	196	58	29.59%
541330	Engineering design services	495	602	376	1,473	377	25.59%
541370	Land surveying services	36	71	56	163	57	34.97%
541410	Interior design consulting services	217	363	243	823	23	2.79%
541611	Administrative Management and General Management Consulting Serv	1123	1428	1005	3,556	321	9.03%
541614	Transportation management consulting services	104	172	66	342	247	72.22%
541690	Safety/security consulting services	242	266	233	741	183	24.70%
561730	Landscape installation services	641	559	971	2,171	125	5.76%
811192	Truck and bus washes	123	118	99	340	0	0.00%

TABLE II

	Funds Available	NAICS Code	Project Description	TABLE I % OF TOTAL FUNDS	TABLE II RELATIVE DBE AVAILABILITY	TABLE I MULTIPLIED BY TABLE II	All Firms in the Market Area	Number of Certified DBE'S	Relative DBE Availability
Security Projects - Improvements									
Security Assessment Consultant	\$ 300,000	541690	Safety/security consulting services	1.77%	24.70%	0.44%	741	183	24.70%
PLANNING & DEVELOPMENT									
GPC-General Planning Consultant	\$ 500,000	541611	Administrative Management and General Management Consulting Servi	2.95%	9.03%	0.27%	3556	321	9.03%
Revenue Vehicles									
Gillig Buses	\$ 6,050,000			35.65%					
Non-Revenue Vehicles									
New Car Dealers	\$ 1,740,000	441110		10.25%	0.00%	0.00%	325	0	0.00%
Relief Vehicles-20	\$ 30,000	\$ 600,000							
SUV Supervisor Vehicles-10	\$ 60,000	\$ 600,000							
Pickup Truck - Maintenance Vehicles-6	\$ 90,000	\$ 540,000							
FACILITY Maintenance									
BG Asphalt repair/reseal - Belle Glade	\$ 300,000	238990	Paving, residential and commercial driveway and parking lot	1.77%	35.06%	0.62%	830	291	35.06%
BG Replace HVAC in Admin Bldg - Belle Glade	\$ 110,000	238220	Heating, ventilation and air-conditioning (HVAC) contractors	0.65%	1.95%	0.01%	2304	45	1.95%
NC Parking Lot Lighting to LED - NC	\$ 250,000	238210	Electrical Contractors and Other Wiring Installation Contractors	1.47%	6.67%	0.10%	1768	118	6.67%
NC Remove and replace Palm Tran sign. Design an LED back lit sign, run wire and install new sign.	\$ 20,000	238210	Electrical Contractors and Other Wiring Installation Contractors	0.12%	6.67%	0.01%	1768	118	6.67%
NC Repairs	\$ 1,347,819								
PROJECT DESCRIPTION: Mill existing asphalt through out entire complex and install new. Pavement reconstruction including subgrades and paving base at specific locations through out employee parking and bus parking areas. Repair and replacement of damaged D curbing. Install new striping and thermo signage to all area. Repairs to irrigation lines servicing islands and installation new irrigation sleeves in the employee parking lot. Disposal of milled asphalt.									
PROJECTED COSTS Based on estimate Gerwig and Associates Engineering Estimate									
Engineering	\$ 281,456	541330	Engineering design services	1.66%	25.59%	0.42%	1473	377	25.59%
General Conditions, MOT, Testing, Surveying, Bonding and Insurance	\$ 103,500	541370	Land surveying services	0.61%	34.97%	0.21%	163	57	34.97%
Pavement Repairs, Mill and Overlay, subgrade repairs, curbing, etc.	\$ 720,125	238990	Paving, residential and commercial driveway and parking lot	4.24%	35.06%	1.49%	830	291	35.06%
Signing and Marking	\$ 17,225	339950	Signs and signboards (except paper, paperboard) manufacturing	0.10%	10.16%	0.01%	128	13	10.16%
Irrigation Repairs	\$ 50,000	238220	Sprinkler system, building, installation	0.29%	1.95%	0.01%	2304	45	1.95%
Contingency (15%) < Engineering	\$ 126,877								
Staff Cost (5%) < Engineering	\$ 48,636								
NC Interior & Exterior Painting	\$ 274,000.00	238320	Painting (except roof) contractors	1.61%	7.81%	0.13%	1075	84	7.81%
NC Resurface Shop Floors - Maintenance	\$ 300,725.00	238330	Flooring Contractors	1.77%	5.79%	0.10%	397	23	5.79%
NC Planning Reorganization of Interior Space Consultant	\$ 300,000.00	541410	Interior design consulting services	1.77%	2.79%	0.05%	823	23	2.79%
NC Upgrade Electrical - Maintenance	\$ 200,000	238210	Electrical Contractors and Other Wiring Installation Contractors	1.18%	6.67%	0.08%	1768	118	6.67%
NC Replace Fuel and Bus Wash Island Structures	\$ 1,000,000	238290	Other Building Equipment Contractors	5.89%	9.15%	0.54%	164	15	9.15%
	\$ 600,000	811192	Truck and bus washes	3.54%	0.00%	0.00%	340	0	0.00%
NC Refresh Atriums	\$ 80,000	561730	Landscape installation services	0.47%	5.76%	0.03%	2171	125	5.76%
Remove Rocks, add AstroTurf									
Add commercial Sun Sails for Shade									
NC Add Mezzanine Floor to end of Shop	\$ 600,000	236220	Commercial and Institutional Building Construction	3.54%	38.99%	1.38%	808	315	38.99%
Transit Amenities									
Shelters	\$ 2,000,000	236220	Commercial and Institutional Building Construction	11.78%	38.99%	4.59%	808	315	38.99%
ADA Pads	\$ 1,000,000	237310	Paving, street, concrete Pads	5.89%	28.57%	1.68%	126	36	28.57%

Funds Projected for Competitive Procurement

\$16,972,544

WEIGHTED PERCENTAGE PER CATEGORY - BASE FIGURE 12.16%

Table II

Palm Tran has in previous years used a Weighted Average to develop a Base Figure. This was determined by multiplying the estimated percentage of total dollars expected to be expended within each NAICS on DOT-assisted contracts to be awarded in FY-2021-2023 by the Percentage of DBE firms and subcontractors in each NAICS category and separated by each project. **(Table II)**.

Palm Tran's Base Figure calculated on Table II is 12.16%; a number based on the relative availability of DBEs by each project. The DBE Goal Base figure for FY 2021-2023 will be 12.16%.

The weighted percentage average for each listed NAICS Code was calculated as follows:

Multiplying the estimated percentage of total dollars expected to be expended within each NAICS category on DOT-assisted contracts to be awarded in FY-2021-2023 by the Percentage of DBE firms available in each NAICS category.

The following calculation has been used to arrive at a Base Figure of the goal setting process: Using Weighted Average to develop a base figure is calculated as follows:

(Percent of Total Dollars) X (% Available DBE Firms) all NAICS categories are added = Total 12.16

The relative availability is greater than the calculated relative availability shown on Table II.

Palm Beach County and Palm Tran, in association with the organization Palm Beach Partners, continue to participate in the annual Matchmaker Conference & Expo with the goal to bring State, County and Local Government Agencies, major corporations and small businesses together to match the multitude of disciplines needed to participate on major contracts. We are certain the conference will allow us to identify new partners that can provide the services and supplies we need. Small businesses sometimes are not aware of how to complete the proper DBE certification in order to be able to participate in our federally funded projects.

The next Matchmaker Conference will be held on September 2021.

PROCESS

Palm Tran is required to submit its overall DBE goals for Fiscal Years 2021-2023 to The Federal Transit Administration (FTA) every three years, except in cases where a recipient submits a project goal. The current DBE Goal for Fiscal Years 2018-2020 expires on November 30th, 2020.

The DBE Overall Goal is posted on Palm Tran's website: www.palmtran.org. The notice to the public included an e-mail address to which comments may be sent, and the methodology is available on the same site. Palm Tran also reached out to certified DBEs doing business under the NAICS categories identified at the beginning of the goal setting process. Palm Tran sent those DBEs a notice of the DBE goal publication, including information on how to register with the County to receive notices about future contract opportunities.

During the current pandemic, in addition to publication and email communication, Palm Beach County organized a drive through event to promote the use of Small Businesses in Palm Beach County Contracts.

CONTRACT GOALS

Palm Tran will use contract goals to meet any portion of the overall goal that cannot be met using race-neutral means. Palm Tran will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. Palm Tran need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., scope of work, location of work, and availability of DBEs to perform the particular type of work).

Palm Tran will express its contract goal as a percentage of the total amount of a DOT-assisted contracts expensed during the Fiscal Year.

BREAKOUT OF ESTIMATED RACE-NEUTRAL AND RACE-CONSCIOUS PARTICIPATION

The following is a summary of the basis of the estimated break out of Race Neutral and Race Conscious DBE participation.

Palm Tran anticipates that 4% of the total proposed goal of 12.6% will be attained through race neutral means. Palm Tran through close monitoring of awarded contracts will use race conscious means after the semi-annual report is completed for the first half of each fiscal year, if overall contract awards have not met at least 4% of DBE participation.

PAST PARTICIPATION (Previous years goals / accomplishments)

DBE Goal Attainment.

Palm Tran met the DBE Goals for the last three years.

	2019	2018	2017
Total Dollars Awarded	\$25,182,545.00	\$679,147.00	\$465,453.00
Total Awarded to DBEs	\$3,032,825.00	\$99,569.00	\$68,065.00
% Of DBE Participation	12.04%	14.66%	14.62%
	DBE Goal 8.58%	DBE Goal 8.58%	DBE Goal 7%