

**Lafayette Consolidated Government
Disadvantaged Business Enterprise (DBE) Program Goal Setting Process,
Methodology and Recommendation
Fiscal Years 2017-2019**

Introduction

The Lafayette Consolidated Government submits this Disadvantaged Business Enterprise (DBE) goal methodology to the U.S. Department of Transportation's Federal Transit Administration (FTA) for review and approval pursuant to 49 CFR 26.45 to establish the overall DBE goal for its federally-assisted transit projects.

During Fiscal years 2017 – 2019, Lafayette Consolidated Government's schedule of Capital Improvements shall include construction and professional service contracts. It also includes items necessary for normal transit business operation. See table below.

Lafayette Consolidated Government's
2017-2019 Anticipated DOTD Funded Transit Contracts

Table 1

FY 16/17	ratio	local	federal	total
Operating		\$ 415,500	\$ 415,500	\$ 831,000
Uniforms	50%	\$ 5,000	\$ 5,000	\$ 10,000
Janitorial Service	50%	\$ 7,500	\$ 7,500	\$ 15,000
Grounds Maintenance	50%	\$ 3,000	\$ 3,000	\$ 6,000
Contractual Services				
Paratransit	50%	\$ 400,000	\$ 400,000	\$ 800,000
Capital		\$ 450,629	\$ 2,405,662	\$ 2,856,291
Bus				
bus replacement	85%	\$ 225,000	\$ 1,275,000	\$ 1,500,000
other bus related	80%	\$ -	\$ -	\$ -
non fixed route paratransit ADA	80%	\$ 160,000	\$ 640,000	\$ 800,000
preventative maintenance	80%	\$ -	\$ -	\$ -
construction				
bus shelters	80%	\$ 20,000	\$ 80,000	\$ 100,000
bikeway	90%	\$ 45,629	\$ 410,662	\$ 456,291
planning		\$ 4,000	\$ 16,000	\$ 20,000
short range 44.20.00	80%	\$ 4,000	\$ 16,000	\$ 20,000

FY 17/18									
Operating			\$ 415,500	\$ 415,500	\$ 415,500	\$ 831,000			
	Uniforms	50%	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000			
	Janitorial Service	50%	\$ 7,500	\$ 7,500	\$ 7,500	\$ 15,000			
	Grounds Maintenance	50%	\$ 3,000	\$ 3,000	\$ 3,000	\$ 6,000			
	Contractual Services								
	Paratransit	50%	\$ 400,000	\$ 400,000	\$ 400,000	\$ 800,000			
	Capital								
	Bus		\$ 555,000	\$ 2,845,000	\$ 3,400,000				
	bus replacement	85%	\$ 375,000	\$ 2,125,000	\$ 2,500,000				
	other bus related	80%	\$ -	\$ -	\$ -	\$ -			
	non fixed route paratransit ADA	80%	\$ 160,000	\$ 640,000	\$ 800,000				
	preventative maintenance	80%	\$ -	\$ -	\$ -	\$ -			
	construction								
	bus shelters	80%	\$ 20,000	\$ 80,000	\$ 100,000				
	other	90%	\$ -	\$ -	\$ -	\$ -			
	planning;		\$ 4,000	\$ 16,000	\$ 20,000				
	short range 44.20.00	80%	\$ 4,000	\$ 16,000	\$ 20,000				

FY 18/19									
Operating			\$ 415,500	\$ 415,500	\$ 415,500	\$ 831,000			
	Uniforms	50%	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000			
	Janitorial Service	50%	\$ 7,500	\$ 7,500	\$ 7,500	\$ 15,000			
	Grounds Maintenance	50%	\$ 3,000	\$ 3,000	\$ 3,000	\$ 6,000			
	Contractual Services								
	Paratransit	50%	\$ 400,000	\$ 400,000	\$ 400,000	\$ 800,000			
	Capital								
	Bus		\$ 405,000	\$ 1,995,000	\$ 2,400,000				
	bus replacement	85%	\$ 225,000	\$ 1,275,000	\$ 1,500,000				
	other bus related	80%	\$ -	\$ -	\$ -	\$ -			
	non fixed route paratransit ADA	80%	\$ 160,000	\$ 640,000	\$ 800,000				
	preventative maintenance	80%	\$ -	\$ -	\$ -	\$ -			
	construction								
	bus shelters	80%	\$ 20,000	\$ 80,000	\$ 100,000				
	other	90%	\$ -	\$ -	\$ -	\$ -			
	planning		\$ 4,000	\$ 16,000	\$ 20,000				
	short range 44.20.00	80%	\$ 4,000	\$ 16,000	\$ 20,000				

Table 2

NAICS Code	Project	Amount of DOT Assisted Funds on Project	% of Total DOT Funds (Weight)
448190	Other Clothing stores	\$ 15,000	0.0039
561720	Janitorial Services	\$ 22,500	0.0058
561730	Grounds Maintenance and Landscaping Services	\$ 9,000	0.0023
485991	Non-Special-Needs Transportation Paratransit	\$ 1,920,000	0.4967
458999	Special Needs Transportation	\$ 1,200,000	0.3105
238190	Other Foundation, Structures and Building Exterior Contractors	\$ 240,000	0.0621
541320	Transportation Planning	\$ 48,000	0.0124
237310	Bike Way Highway, Street, and Bridge Construction	\$ 410,662	0.1062
Total FTA Assisted	Contract Funds	\$ 3,865,162	

49 CFR Part 26.45 requires a two-step process for setting the overall DBE goal, which should reflect the expected level of DBE participation of Lafayette Consolidated Government's contractors in the absence of discrimination. The Lafayette Consolidated Government proposes to establish its DBE overall goal for federal fiscal years 2017 through 2017 at 2.0% for new contracts, with all 2.0% to be obtained through race-neutral means.

This submission must include 1) A description of the methodology used to establish the goal, including the base figure and evidence with which it was calculated, and the evidence relied on for any adjustments, and 2) A projection of the portions of the overall goal expected to be met through race conscious measures, and 3) A summary listing of relevant available evidence of disparity and, where applicable, an explanation of why that evidence was not used to adjusted the base figure.

Triennial Goal Methodology: (Two-Step Process)

Step One: Determining the Base Figure -- 49 CFR Part 26.45

As part of the goal setting process, Step 1 requires Lafayette Consolidated Government to begin with a base figure for the relative availability of DBEs. The base figure represents the number and relative availability of ready, willing and able DBE firms as compared to all firms ready, willing and able to perform work for the Lafayette Consolidated Government. This formula utilized to calculate this percentage is listed below:

$$\text{Step One Base Figure} = \frac{\text{Ready willing, and able DBEs}}{\text{All Firms ready, willing and able (including DBEs and non-DBEs)}}$$

Table 3

NAICS Code	Project	Number of DBE's Available to Perform Work	Number of All Firms Available (Including DBE's)	Relative Availability
48190	Uniforms	0	22	0.0000
48190	Other Clothing stores	0	22	0.0000
56170	Janitorial Service	6	93	0.0723
56170	Janitorial Services	6	93	0.0723
561730	Grounds Maintenance	2	125	0.0160
561730	Landscaping Services	2	125	0.0160
489991	Non-Fixed Route Transit ADA Paratransit	0	6	0.0000
489991	Special Needs Transportation	0	6	0.0000
489999	Other Transit and Ground	0	0	0.0000
238190	Passenger transportation	1	33	0.0303
332999	Bus/Trucks	2	20	0.1000
332999	Other Foundation, Structures and Building Exterior Contractors	1	33	0.0303
332999	All Other Misc Fabricated Metal	2	20	0.1000
541320	Transportation Planning	0	0	0.0000
541320	Planning	0	0	0.0000
237310	Highway, Street, and Bridge Construction	4	31	0.1290
		15	320	4.69%
				Total Expresses as A%(*100) Rounded, Weighted Base Figure 5%
				Overall Availability of DBE's

Table 4

NAICS Code	Project	Weight	x	Availability	Availability Base Figure
448190	Uniforms	0.0077	0.0000	0.0000	0.0000
448190	Other Clothing stores	0.0016	0.0000	0.0000	0.0000
561720	Janitorial Services	0.0095	0.0723	0.0000	0.0000
561720	Janitorial Services	0.0095	0.0723	0.0000	0.0000
561730	Landscaping Services	0.0095	0.0160	0.0000	0.0000
561730	Landscaping Services	0.0095	0.0160	0.0000	0.0000
489991	Special Needs Transportation	0.0000	0.0000	0.0000	0.0000
489999	Other Transit and Ground	0.0000	0.0000	0.0000	0.0000
489999	Other Transit and Ground	0.0000	0.0000	0.0000	0.0000
238190	Passenger transportation	0.1724	0.0303	0.0160/7385	0.0160/7385
238190	Passenger transportation	0.1724	0.0303	0.0303	0.0303
332999	Other Foundation, Structures and Building Exterior Contractors	0.0000	0.1000	0.1000	0.1000
332999	All Other Misc Fabricated Metal	0.0000	0.1000	0.1000	0.1000
541320	Planning	0.2411	0.1290	0.0077	0.0077
541320	Planning	0.2411	0.1290	0.1290	0.0077
237310	Highway, Street, and Bridge Construction				
				Total	0.0442
				Total Expresses as A%(*100) Rounded, Weighted Base Figure 4%	4.422864007

4.69% = 15 (Ready willing, and able DBE's)
 320 (Total firms based on 2015 Census Data)

The formula and methodology, for triennial DBE goal preparation, was prepared comparing North American Industry Classification System (NAICS) that are associated with Construction and Pre Constructions projects.

To establish the Base Figure, contractible items were identified. Then the Base Goal was calculated using the relative availability of DBEs in the Metropolitan areas of Lafayette, LA to perform contracts scheduled for fiscal years 2017-2019. The Louisiana Unified Certification Program's (LAUCP) list of certified DBE contractors is the basis for the Lafayette Consolidated Government DBE certified contracting pool. The list of certified DBE contractors is compare to a more global list of businesses, segregated by NAICS Code. The 2015 U.S. Census Bureau's County Business Pattern (USCBP) database is used to determine the availability of businesses – limited to the Metropolitan Statistical Area.

The Base figure calculation weighs the relative availability of DBE contractors to the relative amount of contracting dollars available for the total pool of contractors in the MSA. A calculation resulted in 4.69% of contracting work available for DBE-certified businesses and MBEs. Refer to Table 4 attached.

Step Two Adjustment

The following data was considered in determining an adjustment to the Base Figure: 1) past DBE participation.

Base Figure Adjustments:

In the adjusting the Base Figure, the Lafayette Consolidated Government took into consideration the evidence of past performance on DOT assisted contracts, the new projects that will be available during Fiscal years 2017-2019, and the types of work DBEs are certified to perform. Thus, to determine past participation, the Lafayette Consolidated Government examined its overall DBE participation for fiscal years 2014, 2015, and 2016.

2014 – 0.00%
2015 – 0.00%
2016 – 100%

During the previous three years Lafayette Consolidated Government has a median DBE participation in FTA assisted contracts through community outreach efforts of 4.69%, as highlighted in Table 2. The median was then added to the step 1 base line goal and then averaged. The overall adjusted goal for Lafayette Consolidated Government projects is 2.0%.

$$(4.69 + 0.00)/2 = 2.345\% \text{ or } \underline{2.0\%}$$

Determine Race Neutral and Race Conscious Split

Lafayette Consolidated Government estimate that, in meeting our overall goal of 2.0% we will obtain 100% from race neutral participation and 0% through race-conscious measures.

Lafayette Consolidated Government will monitor DBE participation throughout the year to adjust its use of contract goals to ensure that their use does not exceed the overall goal.

In order to achieve race-neutral goals, the following measures will be used:

To achieve race-neutral goals to increase DBE participation through community outreach and business development efforts.

Arrange solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in way that will facilitate DBE, and other small business participation. The Lafayette Consolidated Government will continue to unbundled large contracts to make them more accessible to small businesses, in some cases, requiring and always encouraging prime contractors to subcontract portions of work that they may have otherwise performed with their own workforces.

To carry out information and communications programs on contracting procedures and specific contract opportunities. Ensure the inclusion of DBEs and small businesses on the Lafayette Consolidated Government's mailing lists for bidders, and ensure lists regarding potential subcontractors are disseminated to prime bidders on contracts.

To ensure that the LAUCP Directory is distributed to the widest feasible universe of potential prime contractors.

Contract Goals

The Lafayette Consolidated Government will use contract goals to meet any portion of the overall goal that Lafayette Consolidated Government 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 the overall goal that is not projected to be met through the use of race-neutral means.

The Lafayette Consolidated Government will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. Lafayette Consolidated Government will not need to 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., type and location of work, availability of DBEs to perform the particular type of work). Lafayette Consolidated Government will establish the contract goals as a percentage of a DOT-assisted contract or the federal share of a DOT-assisted contract.

Public Participation and Consultation

Pursuant to 49 CFR 26.45 (g)(1), the Lafayette Consolidated Government provided the opportunity for public participation during the goal setting process. Lafayette Consolidated Government encourages the participation of DBEs in its Development Program. In effort to reach the available DBE community, seek out public input into the goal setting process, and to ensure wide distribution of the information contained in this document, LCG makes copies of its DBE Program and Triennial Goal Setting Document available to the local chapter of the Associated General Contractors, local architects and engineers, prospective bidders, and any other interested parties.

In order to encourage participation by Certified DBE firms, Lafayette Consolidated Government:

1. Provides prospective bidders with information on the State of Louisiana's certified list of DBE contractors.
2. Contacts the State of Louisiana to ascertain the availability of DBE contractors in the Market Area and work on way to encourage participation.

To comply with Code of Federal Regulations Title 49, Part 26, Section 26.45(g)(1)(i), Lafayette Consolidated Government held a DBE Group Consultation Meeting on June 1, 2017, to:

- Reach out to minority, women's and general contractor groups to discuss opportunities for DBE's;
- Discuss the process to become a certified-DBE;
- Address issues that contractors face with the DBE certification process;
- Present the proposed DBE Goal for FY's 2017-2019, and
- Discuss proposed construction projects that are planned at LCG during this period.

The Following parties were invited to participate:

- SBDC – UL at Lafayette
- One Acadiana
- Greater SWLA Black Chamber of Commerce
- Women's Business Center
- St. Landry Parish Economic Development
- Crowley Chamber of Commerce
- Jeff Davis Parish Economic Development
- Vermilion Economic Development Alliance
- St. Martin Parish Economic Development Authority
- Iberia Economic Development Authority

Attached are the following appendices regarding the DBE Group Consultation Meeting:

- A. List of the participants invited to attend the DBE Group Consultation Meeting
- B. Email invitation to the 6-1-2017 meeting
- C. RSVP list
- D. PDF of the presentation
- E. List of attendees
- F. Questions/Comments

Publish Notice

Pursuant to 26.45 (g)(2), the Lafayette Consolidated Government published a notice announcing the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours for 30 days following the date of the notice and comments regarding these documents will be accepted for 45 days from the date of publication. The public notice indicated the location(s) where the proposed goal can be reviewed and where comments can be transmitted. The notice was published in the following publication:

WEBSITE PUBLIC NOTICE

**Disadvantaged Business Enterprise (DBE) Goal for
Federal Fiscal Years 2017-2019**

Lafayette Consolidated Government hereby announces its fiscal years 2017-2019 DBE proposed goal for FTA-funded transportation projects/contracts is 2.0%. The proposed goal and goal setting methodology is available for inspection between 8:00 a.m. and 4:30 p.m., Monday through Friday beginning June 15, 2017, through June 15, 2017, in the office of Lafayette City-Parish City Hall, Office of Community Development, 705 West University Ave, Lafayette, LA, 70502.

Comments can be sent to either of the following addresses:

Shaun Williams
DBE Liaison Officer
Small Business Support Services
Division 1211
PO Box 4017-C
Lafayette, LA 70502

Federal Transit Administration
Office of Civil Rights, Region VI
Fritz Lanham Federal Building
819 Taylor Street, Room 8A36
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