

Disadvantaged Business Enterprise Program Goal 10/1/2020 – 9/30/2023

Board Adopted: 9/18/2018
Last Board Approval: 9/15/2020

Last Revision Date: 2/19/2021
Effective Date of Last Revisions: 10/01/2020

1. Objective

The St. Cloud Metropolitan Transit Commission (Metro Bus) has established a Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. Metro Bus has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, Metro Bus will comply with 49 CFR Part 26.

2. 2021 – 2023 Goal

Metro Bus's overall DBE goal for 10/1/2020 through 9/30/2023 is to expend .0003% of federal financial assistance to DBE's during this time period.

Metro Bus anticipates an average of \$500,000 per year, for the next three years in contract opportunities. This will equate to expending an annual average of \$148 with DBE's during this period.

3. Steps in determining goal

1. Determined a base figure:
 - a. By using the Minnesota Unified Certification Program Directory, it was determined that there is currently 1 DBE in Central Minnesota, consisting of Stearns, Sherburne and Benton counties.
 - b. The Census Bureau's County Business Pattern (CBP) data base shows a total of 17,234 businesses in Stearns, Sherburne and Benton counties. 3,373 of those companies fall into categories that may be associated with any business opportunities relating to transit operations.
 - c. The base figure is calculated by taking 1 DBE divided by 3,373 companies. This equates to 0.0003%.
2. Determined the relative availability of DBE's by NAICS code:
 - a. The following table lists the relative availability of DBE firms compared to available firms. The data used is from the UCP directory and the CBP database.

	NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)
1)	485113	Transit Signal Priority	\$24,000.00	0.0155
2)	238390	Facility Improvements	\$1,160,000.00	0.7468
3)	811111	Equipment	\$36,000.00	0.0232
4)	485113	Shelters	\$20,000.00	0.0129
5)	423110	Vehicles	\$96,000.00	0.0618
6)	423440	Office & IT Equipment	\$217,200.00	0.1398
7)				0.0000
	Total FTA-Assisted Contract Funds		\$1,553,200.00	1

Step 2 - Determine the relative availability of DBE's by NAICS Code:						
* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of available firms.						
	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability	
1)	485113	Transit Signal Priority	0	0		
2)	238390	Facility Improvements	1	11	0.0909	
3)	811111	Equipment	0	1086	0.0000	
4)	485113	Shelters	0	11	0.0000	
5)	423110	Vehicles	0	778	0.0000	
6)	423440	Office & IT Equipment	0	1487	0.0000	
7)						
Combined Totals			1	3373	0.0003	Overall availability of DBEs

3. Based on these calculations, Metro Bus will use the base figure of 0.0003% as our goal.

4. DBE goal breakdown

The goal breakdown for 2020 to 2023 is as follows:

Race Neutral: 0.0003%
 Race Conscious: 0.0%
 Total Goal: 0.0003%

5. Contract goals

Metro Bus will use contract goals to meet any portion of the overall goal not projected to be met using race-neutral means. Contract goals are established so that, over the period of 10/1/2020 to 9/30/2023, 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.

6. Stakeholder input

A. DBE information is always available on our website:

and conditions of purchase

METRO BUS

Disadvantaged Business Enterprise (DBE)

As a part of our community involvement, service and dedication, we offer socially and economically disadvantaged individuals with equal opportunities to obtain contracts and project work.

Before you can participate as a DBE, read the [Mn/DOT eligibility requirements](#) and complete the appropriate forms to demonstrate that your business is eligible for the program. Learn more: www.dot.state.mn.us/civilrights/dbe.html

DBE Directory: A searchable listing of all DBEs certified to perform work under the MN/DOT DBE program. Search by state, city, vendor, NAICS codes and more.

2020 METRO BUS DBE PROGRAM **2020 METRO BUS DBE GOAL**

- B. Letters were sent to 25 Local small business owners encouraging them to bid on relevant contracts.
- C. Letters were sent to local stakeholders requesting input and feedback on our proposed goal.
- D. A stakeholder meeting was held on December 12/21/2020. Invites were sent to the APO, four cities in our service area, the three counties we serve, and all local area Chamber of Commerce entities. Information and attendance request was also posted on our website (copy below). No one participated in the meeting and we did not receive any comments, therefore nothing additional was incorporated into our goal methodology.
- E. Stakeholder letter and website notice of public input meeting:

METRO BUS

665 Franklin Ave. NE
St. Cloud, MN 56304

November 30, 2020

Dear area stakeholder:

The St. Cloud Metropolitan Transit Commission (Metro Bus) established a Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) Program in accordance with regulations of the US Department of Transportation in 2012.

Metro Bus is continuously looking for ways to ensure DBEs and SBEs, as defined in 49 CFR, part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. The objectives of the program include ensuring nondiscrimination in the award and administration of DOT assisted contracts, helping to remove barriers to the participation of DBEs and SBEs, and to assist in the development of firms that can compete successfully in the market place outside the DBE/SBE program.

To help aid in the success of our program, Metro Bus is reaching out to local shareholders to invite you to an in-person meeting on Monday, December 21, 2020 at 1:00 p.m. at Metro Bus Operations to discuss any insights or ideas you may have to help us grow our program. Our proposed goal for 2020 – 2023 is 1.1% DBE/SBE attainment. We would like to talk about whether this is a reasonable and attainable goal and whether you have suggestions on how Metro Bus can reach additional DBE/SBE vendors?

Additional information regarding DBE/SBE is located on our website at ridemetrobus.com. If you have any questions, you can contact me at ldykema@stcloudmtc.com or 320-529-4489.

Respectfully,

Libby Dykema

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St. Cloud, Sartell, Sauk Rapids and Waite Park, Minnesota since 1969.
ridemetrobus.com**

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2020 METRO BUS DBE PROGRAM

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If you have any questions, please contact Libby Dykema at ldykema@stcloudmtc.com or 320.529.4489.

Website Screen shot
12/11/20