



## **Indian River County's Disadvantaged Business Enterprise (DBE) Goal for FY 2021 – FY 2023**

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Indian River County is a recipient of FTA 49 USC, Ch. 5307 mass transit funds. As such, the County is required to establish a Disadvantaged Business Enterprise (DBE) goal regarding these funds. This goal applies to federal financial assistance expended on DOT-assisted contracts utilizing Section 5307 funds, exclusive of funds to be used for the purchase of transit vehicles, personnel, and rent.

According to 49 CFR §26.45, establishment of a DBE participation goal is required of FTA recipients that award more than \$250,000 of FTA funds in prime contracts in a Federal fiscal year. In some years, Indian River County exceeds this threshold, while in other years it does not. Because in many years Indian River County exceeds the \$250,000 threshold, Indian River County has established an overall goal for DBE participation.

During Fiscal Years 2021, 2022, and 2023, the County's overall DBE goal regarding Section 5307 funds received is **2.3%** of the federal financial assistance expended on DOT-assisted contracts. Both Indian River County and its transit operator, the Senior Resource Association (SRA), rely on standard procurement procedures and make extensive use of state contracts. Competitively-bid projects will consist primarily of vehicle and building maintenance, janitorial services, landscape maintenance, marketing and office related expenses.

This goal was established in accordance with the two-step process discussed below. For the purposes of calculating the DBE goal, the market area is defined as the local Sebastian-Vero Beach Metropolitan Statistical Area (MSA) and two immediately adjacent MSAs, Port St. Lucie to the south and Palm Bay-Melbourne-Titusville to the north. Based on the current population estimates prepared by the Bureau of Economic and Business Research at the University of Florida, the three MSAs have a combined population of approximately 1.2 million persons.

**Step One – Developing the Base Figure**

Under this step, the County established a weighted base figure based on the anticipated contracting and subcontracting opportunities over the three year period. Anticipated contracting/subcontracting opportunities were assigned to the appropriate six-digit NAICS code and given a weight based on the amount of projected DOT funds.

The table below summarizes the types of work by NAICS code and the weight assigned to each type of work.

<b>Step 1, Part 1 - Determine the weight of each type of work by NAICS Code:</b>				
* Enter all the FTA-assisted projects below. Project amounts should be assigned relevant NAICS Code(s).				
	<b>NAICS Code</b>	<b>Project</b>	<b>Amount of DOT funds on project:</b>	<b>% of total DOT funds (weight)</b>
1)	561720	Janitorial	\$129,289.06	0.3501
2)	541613	Marketing	\$48,428.61	0.1311
3)	811111	Vehicle Repair	\$42,873.77	0.1161
4)	423840	Supplies	\$33,625.33	0.0911
5)	541211	Accounting	\$23,228.09	0.0629
6)	561730	Lawn Care	\$17,712.44	0.0480
7)	561710	Pest Control	\$13,730.83	0.0372
8)	541430	Graphic Design	\$12,051.79	0.0326
9)	488410	Towing	\$9,722.35	0.0263
10)	441310	Vehicle Parts	\$9,582.12	0.0259
11)	444190	Building supplies	\$8,429.71	0.0228
12)	238990	Construction	\$4,618.30	0.0125
13)	541611	Consulting services (organizati	\$2,948.33	0.0080
14)	621511	Drug testing	\$2,850.46	0.0077
15)	238220	AC & Plumbing	\$2,248.53	0.0061
16)	561990	Paper Shredding	\$2,022.44	0.0055
17)	561622	Locksmith	\$1,904.98	0.0052
18)	561311	Temp. Staffing	\$1,585.32	0.0043
19)	811310	Welding (bus repair)	\$1,219.86	0.0033
20)	541330	Civil Engineering	\$1,204.57	0.0033
<b>Total FTA-Assisted Contract Funds</b>			<b>\$369,276.89</b>	<b>1.0000</b>

After determining the weight of each type of work by NAICS code, the next step is to determine the relative availability of DBEs for each type of work. To determine the total number of firms available for each NAICS code, the US Census Bureau's *County Business Patterns* was consulted for each of the four counties comprising the three MSAs (Indian River County, Brevard County, St. Lucie County, and Martin County). To determine the number of DBE firms available within each NAICS code, Florida Unified Certification Program (UCP) DBE Directory was used.

The table below summarizes of relative availability of DBEs. Overall, there are 3,698 firms in the market area for the NAICS codes. Of these firms, 26 are DBEs.

<b>Step 1, Part 2 - Determine the relative availability of DBE's by NAICS Code:</b>					
* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of available firms.					
	<b>NAICS Code</b>	<b>Project</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)	561720	Janitorial	3	283	0.0106
2)	541613	Marketing	0	171	0.0000
3)	811111	Vehicle Repair	0	298	0.0000
4)	423840	Supplies	1	11	0.0909
5)	541211	Accounting	0	182	0.0000
6)	561730	Lawn Care	6	717	0.0084
7)	561710	Pest Control	0	156	0.0000
8)	541430	Graphic Design	0	49	0.0000
9)	488410	Towing	0	32	0.0000
10)	441310	Vehicle Parts	0	135	0.0000
11)	444190	Building supplies	0	122	0.0000
12)	238990	Construction	10	214	0.0467
13)	541611	Consulting services (organizational)	2	299	0.0067
14)	621511	Drug testing	0	52	0.0000
15)	238220	AC & Plumbing	0	510	0.0000
16)	561990	Paper Shredding	2	46	0.0435
17)	561622	Locksmith	0	24	0.0000
18)	561311	Temp. Staffing	0	15	0.0000
19)	811310	Welding (bus repair)	1	53	0.0189
20)	541330	Civil Engineering	1	329	0.0030
<b>Combined Totals</b>			<b>26</b>	<b>3698</b>	0.0070
					<b>Overall availability of DBEs</b>

To arrive at a weighted base figure, it is necessary to multiply the weight of each NAICS code by its availability. The weighted base figure is the sum of the weighted availability for all of the NAICS codes included in the analysis.

As shown in the table below, the weighted base figure for Indian River County is **1.33%**.

<b>Step 1, Part 3 - (Weight) x (Availability) = Weighted Base Figure</b>						
	<b>NAICS Code</b>	<b>Project</b>	<b>Weight</b>	<b>x</b>	<b>Availability</b>	<b>Weighted Base Figure</b>
<b>1)</b>	561720	Janitorial	0.35011	x	0.01060	0.0037
<b>2)</b>	541613	Marketing	0.13114	x		
<b>3)</b>	811111	Vehicle Repair	0.11610	x		
<b>4)</b>	423840	Supplies	0.09106	x	0.09091	0.0083
<b>5)</b>	541211	Accounting	0.06290	x		
<b>6)</b>	561730	Lawn Care	0.04797	x	0.00837	0.0004
<b>7)</b>	561710	Pest Control	0.03718	x		
<b>8)</b>	541430	Graphic Design	0.03264	x		
<b>9)</b>	488410	Towing	0.02633	x		
<b>10)</b>	441310	Vehicle Parts	0.02595	x		
<b>11)</b>	444190	Building supplies	0.02283	x		
<b>12)</b>	238990	Construction	0.01251	x	0.04673	0.0006
<b>13)</b>	541611	Consulting services (organizational)	0.00798	x	0.00669	0.0001
<b>14)</b>	621511	Drug testing	0.00772	x		
<b>15)</b>	238220	AC & Plumbing	0.00609	x		
<b>16)</b>	561990	Paper Shredding	0.00548	x	0.04348	0.0002
<b>17)</b>	561622	Locksmith	0.00516	x		
<b>18)</b>	561311	Temp. Staffing	0.00429	x		
<b>19)</b>	811310	Welding (bus repair)	0.00330	x	0.01887	0.0001
<b>20)</b>	541330	Civil Engineering	0.00326	x	0.00304	0.0000
					<b>Total</b>	0.0133
					<b>Expressed as a % (*100)</b>	1.33%
					<b>Rounded, Weighted Base Figure:</b>	<b>1%</b>

## **Step Two – Adjusting the Base Figure**

Under this step, the County examined all available evidence as specified in 49 CFR Part 26.45(d)(1-2) to determine whether the base goal derived in Step One needs to be adjusted. The County's analysis of all available evidence is as follows:

- *The current capacity of DBEs to perform work in the County's DOT-assisted contracting program as measured by the volume of work DBEs have performed in recent years* - In order to perform this analysis, it is important to define the DBE-eligible portion of the County's DOT-assisted contracting program. DOT-assisted contracts for the use of federal funds are subject to the DBE program, excluding the purchase of transit vehicles, personnel, and rent. Historically, the SRA has utilized Florida state contracts extensively for the purchase of vehicles and transit capital items and will continue to do so as appropriate. Therefore, only a limited amount of the County's DOT-assisted contracting program has and will continue to involve the DBE program.

As indicated above, the County expects in many years to exceed \$250,000 in competitively-bid projects involving the DBE program during Fiscal Years 2021, 2022, and 2023. Planned projects during this timeframe include bus shelters, vehicle and building maintenance, janitorial services, landscape maintenance, marketing, and office related services. To date, the County has not encountered problems in retaining DBE firms for these types of activities and, given the sufficient availability of DBE firms that are able to undertake these activities, the County does not expect difficulty in continuing to meet its base goal. As in the past, the goal will be met through race-neutral means. The DBE Liaison Officer will monitor closely participation in order to determine whether mid-course corrections are needed.

- *Disparity studies* - No such studies have previously been undertaken within Indian River County.
- *Utilizing another recipient's goal* - Indian River County has not used another recipient's goal as its base figure.
- *Other factors* - The weighted base figure calculated in Step 1 above is lower than previous years (1.3% this year compared to 2.3% previously). Based on an analysis of the Step 1 calculations, the decrease in the weighted base figure is attributable to a reduction by one DBE firm in the 423840 NAICS category (Supplies). While the number of DBE firms in that category has decreased by one this year, the number of DBE firms in all categories has increased from 25 to 26. Because the overall number of DBE firms has not decreased and because the County has not relied on DBE firms in the 423840 category to achieve its DBE Goal in previous years, it is recommended that the DBE Goal be *increased* to a level similar to previous years.

Based on the evidence above, the County is adjusting its DBE Goal upward to **2.3%**, which is identical to the previous DBE Goal.

### ***Attaining the DBE Goal with Race-Neutral Means***

In accordance with 49 CFR 26.45, Indian River County anticipates meeting its entire 2% DBE participation goal through race-neutral means. Measures to be taken may include:

- Arranging solicitations, times for the presentation of bids, quantities, specification, and delivery schedule in the way that facilitate DBE and other small and minority owned business participation;
- Providing technical assistance and other services with special emphasis on marketing; and
- Provide the name, phone number and e-mail address for additional information pertaining to a contract.

### ***Public Consultative Process***

The County advertised the DBE Goal on the County website and in the *Indian River Press-Journal* (the local newspaper) and made the DBE Goal available for public review and comment. A screen image of the DBE Goal public notice on the County website is provided below. At the end of the 30-day public comment period, no comments had been submitted on the proposed DBE Goal.

In addition to making the DBE Goal available for public review, County and SRA staff conducted a DBE Virtual Open House on July 21, 2020. Invitations were sent to all DBE firms in the market area. Representatives from eleven DBE firms attended the open house and discussed the County's DBE program, the proposed 2.3% DBE goal, and the types of contracting opportunities expected to be available during the next three years. Provided as attachments are the following:

- A copy of the invitation to the DBE Virtual Open House;
- The email distribution list for the DBE Virtual Open House;
- An attendance roster for the DBE Virtual Open House; and
- A summary of comments from the DBE Virtual Open House.

**Public Notice – Disadvantaged Business Enterprise (DBE) Goal**

NOTICE IS HEREBY GIVEN that Indian River County has prepared an updated Disadvantaged Business Enterprise (DBE) Goal for the expenditure of Federal Transit Administration (FTA) funds for Fiscal Years 2021, 2022, and 2023 in compliance with Federal Regulations (49 CFR Part 26.45). Indian River County proposes that 2.3% of all FTA funds that the County will expend in FTA-assisted contracts for each fiscal year will be let to qualified DBE firms. [More information.](#)

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