

## **FY2017-2019 DBE Goal Setting Methodology**

### **Revised June 2016**

The City of Casper used the following methodology to calculate its FY2017-2019 DBE goal.

#### **Definition of Local Market Area:**

The local market area for the City of Casper includes the Casper metropolitan statistical area (MSA). This market area comprises the vast majority of contracting dollars spent and the boundaries are based on proximity and ability to easily and effectively communicate with the contractors and vendors within the market area. Because of a lack of DBE participation in the Casper area, the City also uses a statewide list to identify potential DBEs across the state of Wyoming.

The process used by the City of Casper to establish the overall DBE goal is outlined in the series of steps listed below.

1. Determine the number of all firms that are ready, willing, and able to perform the types of contracts the City of Casper anticipates awarding through its transit program during the remainder of this three year DBE program period.
  - The City will use the U.S. Census County Business Patterns NAICS Codes, located at [www.factfinder2.census.gov](http://www.factfinder2.census.gov) under the Casper city, Wyoming demographic profile. The data is then sorted to include only contractors and vendors that are in the Casper metropolitan statistical area and by NAICS codes corresponding with each relevant project. The listing will provide the City with all firms available to conduct work within our area.
  - The City determined the number of companies ready, willing, and able within the Casper Metropolitan Statistical Area to perform the types of work the City anticipated awarding based on information gathered from the Census Bureau's County Business Pattern database using the method above.
2. Determine the number of DBE firms ready, willing, and able to perform the types of contracts the City anticipates awarding. This is done by compiling relevant data from the UCP directory from the Wyoming Department of Transportation (WYDOT), located at [http://www.dot.state.wy.us/files/live/sites/wydot/files/shared/Civil\\_Rights\\_Coordinator/DBE/October%2001%202014%20Alpha%20Directory.pdf](http://www.dot.state.wy.us/files/live/sites/wydot/files/shared/Civil_Rights_Coordinator/DBE/October%2001%202014%20Alpha%20Directory.pdf).
  - The data is sorted to include only contractors and vendors that are within the local market area as defined above and by NAICS codes corresponding with each relevant project. This listing will provide the City with all DBE firms certified to conduct work within our area.

- The City determined the number and types of ready, willing, and able DBEs in the Casper metropolitan statistical area to perform the types of work the City anticipated awarding based on information gathered from WYDOT DBE using the method above.

The results of this process are:

NAICS Code	Project	# of DBEs available to perform this work- <i>Casper</i>	# of DBEs available to perform this work – <i>Wyoming</i>	# of all firms available (including DBEs) - <i>Casper</i>	Relative availability
485113	Urban Transit Services	0	0	2	0
485991	Special Needs Transportation	0	0	1	0
237310	Asphalt Paving	0	0	3	0
541511	Paratransit Software	0	1	0	0
561621	Security Systems Services	0	0	1	0

- Calculate the weighted averages for each project type by dividing the amount of FTA funding to be spent on each project type divided by the aggregate total for all projects. Some of these projects may not be completed during this DBE period, but may represent types of projects that may be pursued. The results of this process are:

<b>NAICS Code</b>	<b>Project</b>	<b>Amount of FTA funds on project:</b>	<b>% of total FTA funds (weight)</b>
485113	Urban Transit Services	\$618,651	0.452
485991	Special Needs Transportation	\$614,118	0.450
237310	Asphalt Paving	\$100,000	0.073
541511	Paratransit Software	\$3,800	0.003
561621	Security Systems Services	\$30,000	0.022
	<b>Total</b>	<b>\$1,366,569</b>	<b>1</b>

- Calculate the availability factor by project type and complete the base figure calculation. The availability factor is determined by dividing the total number of DBEs available by the total number of firms available for each project type. This factor is then multiplied by the weighted averages to calculate the weighted base figure for each project type. The sum of the weighted base figure is the total DBE base figure calculation for the City.
- The final base figure calculation for the City is shown below.

<b>NAICS Code</b>	<b>Project</b>	<b>Weight</b>	<b>Multiplied by</b>	<b>Market Availability</b>	<b>Weighted Base Figure</b>
485113	Urban Transit Services	0.452	X	0	0
485991	Special Needs Transportation	0.450	X	0	0
237310	Asphalt Paving	0.073	X	0	0
541511	Paratransit Software	0.003	X	0	0
561621	Security Systems Services	0.022	X	0	0
				Total	0
				Expressed as a %	0%
				Rounded, Weighted Base Figure	0.0%

6. Identify the median achieved DBE participation (and, if not available, use the DBE goal projections) for the last three fiscal years. The City will then determine their actual goal for the following three year fiscal period based on the review of the base figure calculation and the median of the last three fiscal years. Adjustments to the base figure calculation will be made when necessary to reflect a realistic final DBE goal for the City.

<b>Year</b>	<b>Overall DBE Achieved</b>
2013	0.0029
2014	0.0015
2015	0.0031
<b>Median Goal Achieved</b>	<b>0.0025%</b>

Based on the preceding information and calculations, the City has established a race-neutral goal for the period of FFY 2017-2019 at 0.5% (one half of one percent). This goal is higher than all preceding actual DBE totals since 2012 but remains attainable given the significant constraints the City faces in achieving DBE participation. For example, no anticipated projects over the course of 2017 and 2018 currently have registered DBEs available for participation within the Casper Metropolitan Statistical Area. There is one firm in the state that could participate in other projects. This includes:

- a. A firm in Green River, Wyoming, that provides dispatching software.

The transit operations contractor currently uses the dispatching firm.

Despite these difficulties, the City will continue to review its DBE program and work with the DBE Coordinator at WYDOT to determine if other qualified DBE firms are available to complete work for the City's transit program.

The City of Casper estimates that, in meeting its overall goal of 0.5% (one half of one percent), it will obtain all 0.5% through race neutral measures. The City based those figures on our recent experience in FTA funded projects and the level of DBE participation.

---

Liz Becher  
Community Development Director

---

Date