

**Cheyenne Transit Program
Vendor ID 1169
FY 2016-18 DBE Goal Methodology**

The Cheyenne Transit Program estimates the overall goal for Disadvantaged Business Enterprise (DBE) participation in DOT assisted contracts for Fiscal Years (FYS) 2016-2018 to be .77%.

FTA funding for FY 2016-2018 will be provided by 49 CFR §5307 in the following amounts:

- \$ 722,304 for operating assistance
- \$ 707,200 for capital projects

The methodology used to arrive at goal is as follows:

Step 1

Cheyenne Transit determined a base figure for the relative availability of DBE's in the state of Wyoming as follows:

An evaluation of data provided in the US Census 2013 County Business Patterns (NAICS) for the state of Wyoming as well as Laramie County, Wyoming, and neighboring Colorado was undertaken. Our market areas was determined to be Wyoming and Colorado as the two states are fairly close to one another and it's believed Colorado DBE's may wish to travel for the DBE opportunities. It was determined there are 1,684 ready, willing and able businesses available in the markets that provide goods or perform services that Cheyenne Transit is likely to require in FYS 2016-18, coming from the following applicable NAICS codes:

NAICS Code	NAICS Code Desc	Amount	Project	Total Establishments	DBE Firms likely to do business with City	
811111	General Automotive Repair	\$8,800.00	Outside Maintenance	111		
524126	Direct Property and Casualty Insurance Carriers	\$6,750.00	Wyoming Assoc Risk Mgmt	289	1	
517110	Wired Telecommunications Carriers	\$2,485.00	Telephone - Wired	13		
517210	Wireless Telecommunications Carriers	\$1,015.00	Telephone - Wireless	24		
453210	Office Supplies and Stationery Stores	\$1,050.00	Office Supplies	142		
444110	Home Centers	\$2,900.00	Maint Supplies	10		
448140	Family Clothing Stores	\$500.00	Uniforms	66		
443142	Electronics Stores	\$2,400.00	Small Electronics	98		
444130	Hardware Stores	\$2,400.00	Small tool items	58	1	
447190	Other Gasoline Stations	\$148,750.00	Fuel	85		
541110	Offices of Lawyers	\$5,231.00	Legal	461		
541612	Human Resources Consulting Services	\$5,231.00	Human Resources	8	1	
541511	Custom Computer Programming Services	\$5,231.00	IT	61	3	
541214	Payroll Services	\$5,231.00	Accounting/Payroll	118	1	
441310	Automotive Parts and Accessories Stores	\$216,160.00	Fleet Maintenance Parts	107		
441320	Tire Dealers	\$7,840.00	Tires	9		
		\$237,600.00	Fare Boxes	0		
541330	Engineering Services	\$47,520.00	Bus Stop Engineering	6	1	
238110	Poured Concrete Foundation and Structure Contractors	\$190,080.00	Bus Stop Build	18	6	
		\$897,174.00		1684	13	0.77%

Number was derived by using Laramie County information for services/goods that tend to be local, such as wired telecommunications, etc., otherwise used number for entire state of

Wyoming as well neighboring Colorado.

An evaluation of ready, willing and able DBE's in the state of Wyoming and Colorado which provide goods or perform services that Cheyenne Transit is likely to require in FY 2016-2018 was undertaken. Participating DBE's from the Wyoming Department of Transportation and Colorado's Disadvantaged Business Enterprise Directory, that primarily do business in Wyoming, were considered to be ready, willing and able DBE's. Evaluation of the data yielded 13 ready, willing and able DBE's.

To determine the relative availability of DBE's in the market, we divided the 13 DBE's likely to provide goods and services to Cheyenne Transit by the 1,684 total businesses available, to derive a base figure of .77%.

Step 2

After examining the base figure, it was determined that there is not additional evidence that would warrant an adjustment. Therefore, the DBE goal for FYS 2016-2018 is determined to be .77%.

CTP will attempt to meet its overall goal by utilizing an all race neutral program.

Consultation efforts have been made to increase DBE participation in FTA-assisted purchases and contracts. They include:

- Generating publicity about the Cheyenne Transit Program goals for generating DBE participation in the program;
- Notifying vendors (DBE's and Non-DBE's) of small routine purchases, as well as large specific bids for goods or services, which they may be able to supply;
- Further encourage DBE vendors to participate and communicate about the program to other potential vendors.
- DBE Consultative Process – meeting with DBE's and those who might have contact with DBE's. A meeting was set up for Thursday, May 21, 2015. Announcement of meeting was published in the Casper Star Tribune on April 29, 2015. The following businesses were invited via email; Chamber of Commerce, Wyoming Business Council, Wyoming Small Business Association, Wyoming Women's Business Center and WYDOT. No one showed up for the meeting, nor emailed any comments or questions.

This goal is currently published on the City of Cheyenne website:

<https://www.cheyennecity.org/index.aspx?nid=252>