

Cheyenne Transit Program
Vendor ID 1169
FY 2025-27 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) 2025-2027 to be .62%.

FTA annual funding for FY 2025-2027 will be provided by 49 CFR §5307 in the approximate amount of \$889,204.

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 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 1,451 ready, willing and able businesses available in the markets that provide goods or perform services that Cheyenne Transit is likely to require in FYS 2025-27.

The number of ready, willing and able businesses 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 Northern Colorado.

An evaluation of ready, willing and able DBE's in the state of Wyoming and Northern Colorado which provide goods or perform services that Cheyenne Transit is likely to require in FY 2025-2027 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 9 ready, willing and able DBE's.

To determine the relative availability of DBE's in the market, we used the Weighting Base Figure Worksheet provided by FTA.

	NAICS Code	Project	Amount of DOT funds on project (per year)	% of total DOT funds (weight)
1)	424120	Office Supplies	\$ 1,000.00	0.0011
2)	448140	Clothing	\$ 2,160.00	0.0024
3)	447110	Gas Stations	\$ 81,611.00	0.0923
4)	444140	Hardware Stores	\$ 600.00	0.0007
5)	44411	Home Centers	\$ 33,000.00	0.0373
6)	423430	Computer and Software	\$ 10,568.00	0.0119
7)	449110	Electronics and Appliance Stores	\$ 8,000.00	0.0090
8)	423120	Motor Vehicle Supplies	\$ 122,416.00	0.1384
9)	423130	Tires	\$ 10,000.00	0.0113
10)	517311	Wired Telecommunications	\$ 2,838.00	0.0032
13)	517911	Wireless Telecommunications	\$ 4,800.00	0.0054
14)	517919	Internet	\$ 600.00	0.0007
15)	518210	Data Processing	\$ -	0.0000
16)	524126	Insurance	\$ 25,483.00	0.0288
17)	541110	Legal	\$ 8,000.00	0.0090
18)	541211	Accounting and Payroll	\$ 8,000.00	0.0090
19)	541612	Human Resources	\$ 8,000.00	0.0090
20)	541350	Building Inspection Services	\$ 9,625.00	0.0109
21)	236210	Industrial Building Construction	\$ 547,920.00	0.6194
22)				
23)				
24)				
25)				
26)				
Total FTA-Assisted Contract Funds			\$ 884,621.00	1

	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability
1)	424120	Office Supplies	0	102	0.0000
2)	448140	Clothing	1	70	0.0143
3)	447110	Gas Stations	0	38	0.0000
4)	444140	Hardware Stores	0	69	0.0000
5)	44411	Home Centers	0	17	0.0000
6)	423430	Computer and Software	1	19	0.0526
7)	449110	Electronics and Appliance Stores	0	131	0.0000
8)	423120	Motor Vehicle Supplies	0	17	0.0000
9)	423130	Tires	0	4	0.0000
10)	517311	Wired Telecommunications	0	21	0.0000
13)	517911	Wireless Telecommunications	0	44	0.0000
14)	517919	Internet	0	25	0.0000
15)	518210	Data Processing	2	27	0.0741
16)	524126	Insurance	0	27	0.0000
17)	541110	Legal	0	501	0.0000
18)	541211	Accounting and Payroll	1	266	0.0038
19)	541612	Human Resources	2	9	0.2222
20)	541350	Building Inspection Services	0	13	0.0000
21)	236210	Industrial Building Construction	2	51	0.0392
22)					
23)					
24)					
25)					
26)					
Combined Totals			9	1451	0.0062

	NAICS Code	Project	Weight	x	Availability	Weighted Base Figure
1)	424120	Office Supplies	\$ 0.00	x		
2)	448140	Clothing	\$ 0.00	x	0.01429	0.0000
3)	447110	Gas Stations	\$ 0.09	x		
4)	444140	Hardware Stores	\$ 0.00	x		
5)	44411	Home Centers	\$ 0.04	x		
6)	423430	Computer and Software	\$ 0.01	x	0.05263	0.0006
7)	449110	Electronics and Appliance Stores	\$ 0.01	x		
8)	423120	Motor Vehicle Supplies	\$ 0.14	x		
9)	423130	Tires	\$ 0.01	x		
10)	517311	Wired Telecommunications	\$ 0.00	x		
11)	517911	Wireless Telecommunications	\$ 0.01	x		
12)	517919	Internet	\$ 0.00	x		
13)	518210	Data Processing		x	0.07407	
14)	524126	Insurance	\$ 0.03	x		
15)	541110	Legal	\$ 0.01	x		
16)	541211	Accounting and Payroll	\$ 0.01	x	0.00376	0.0000
17)	541612	Human Resources	\$ 0.01	x	0.22222	0.0020
18)	541350	Building Inspection Services	\$ 0.01	x		
19)	236210	Industrial Building Construction	\$ 0.62	x	0.03922	0.0243
20)				x		
21)				x		
22)				x		
23)				x		
				x		
24)				x		
					Total	0.0270
					Expressed as a % (*100)	2.70%

Step 2

After examining the 3% base figure calculated through the provided worksheet, it was determined that there is additional evidence that would warrant an adjustment.

Additional Evidence

Through examining historical evidence of past participation, CTP has been unable to meet smaller DBE goals than 3%. As Wyoming is a rural area, it is a hardship on many firms including DBE firms to travel. This issue has led to missed DBE goals in the past years.

In previous years our goals were calculated by dividing the number of ready willing and able firms by the number of ready willing and able DBE's. This would give us $9/1451 = .62\%$. CTP will set the DBE goal at .62% which we believe is achievable.

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:

- The City of Cheyenne hosted a public comment/consultation meeting on June 20, 2024. This meeting was held at 2:00 PM at the City of Cheyenne, 2101 O'Neil Avenue and was also available on Google Meet.
 - A notice to the public was published on the City of Cheyenne's website. Notifications for the meetings were also sent to the following:
 - Cheyenne Chamber of Commerce
 - Wyoming Business Council
 - Wyoming Small Business Association

- Wyoming Women's Business Center
 - WYDOT
 - Reiman Construction
 - Simon Contractors Inc.
 - Sampson Construction
- There was 0 attendees outside of city staff.

- 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 – confer with DBE's and those who might have contact with DBE's. A questionnaire was sent via email to: Chamber of Commerce, Wyoming Business Council, Wyoming Small Business Association, Wyoming Women's Business Center and WYDOT. No responses were received.

This goal is published on the City of Cheyenne website:

<https://www.cheyennecity.org/Your-Government/Departments/Public-Works/Transit/DBE-Goal>