

DBE Goal Narrative:

Based on Ulster County's program of projects over the next three years, these are the possible contracting opportunities that will be upcoming and what we will use to determine our base figure: preventive maintenance which will include parts and repairs and tires for all revenue vehicles, upgraded security system for the facility, office supplies, screen printing and sign manufacturing for outreach and marketing, architectural and engineering review for future storage facility. Work on the future storage facility will be broken down into smaller projects in order to attract DBEs and small businesses. Ulster County will require bidders to unbundle large contracts to ensure small businesses and DBEs can be utilized. Ulster County will also be utilizing medical laboratories for federally required drug testing.

Ulster County reviewed our program of projects to establish what contracting opportunities are available. The boundaries of our local market include the surrounding counties that border Ulster County. These seven county areas include Columbia, Delaware, Dutchess, Greene, Orange, Sullivan and Ulster. These areas were used to determine the availability of contractors and subcontractors, as well as DBEs. Ulster County used the census website to define the NAICS codes for types of work and the New York State Unified Certification Program to determine what DBEs are available. The types of work were broken down by Federal dollar amounts anticipated for the upcoming projects and using the weighted percentage, the weighted base figure was established.

Based on past participation, Ulster County will be adjusting the DBE goal because we have exceeded our goal during the past three year period. We have decided to make our goal 100% race neutral.

	DBE Goal	Achievement	% exceeded
2015	0.84%	3.15%	2.31%
2016	0.84%	2.56%	1.72%
2017	0.84%	1.05%	0.21%
		Median %	1.72%
Base Figure & Median Average:			
		.3% + 1.72% =	2.02%
Past Participation Adjustment:			2.02%

Our 3 year goal based on weighing and adjusting will be 2.02% and will be completely race neutral.

Ulster County has reached out to small businesses by hosting a small business event at Ulster Gardens, in the Town of Ulster, in April 2016 to bring resources and information to the small business community about projects coming up for Ulster County. In July 2016 at the Ulster County Fair, in New Paltz, Ulster County reached out to businesses by setting up a booth at the County fair. There was also a seminar at Ulster Greens, in the Town of Ulster, in March 2017 that allowed small businesses to ask questions about wages, rules for small businesses and employment opportunities. In September 2017, at the Marlboro Senior Center, in Marlboro, Ulster County met with businesses to discuss upcoming projects that we are looking to complete. Ulster County met with businesses in October 2017 at the Trudy Farber

Building, in Ellenville. In November 2017 Ulster County held a public forum to discuss integration and the effects it will have on upcoming capital opportunities at the Ulster County office building. Ulster County had a DBE public information meeting at the Transit Center on June 20, 2017. There were no participants. Ulster County had an open 30 day comment period before finalizing the goal methodology starting on July 1, 2017. Ulster County has our DBE goal listed on our website as well, <https://ulstercountyny.gov/ucat/ulster-county-area-transit>.

Step 1 A - Determine the weight of each type of work by NAICS Code:

All reasonably anticipated FTA-assisted contracting opportunities are identified as:

	NAICS Code	Description of Work	Amount of DOT funds on project:	% of total DOT funds (weight)
1)	541330	Engineering Services	\$30,000.00	0.0258
2)	423120	Revenue Vehicle Parts	\$499,200.00	0.4295
3)	423130	Tires	\$122,400.00	0.1053
4)	323113	Screen Printing	\$18,000.00	0.0155
5)	424120	Office Supplies	\$14,400.00	0.0124
6)	444110	Home Centers	\$49,800.00	0.0428
7)	561621	Security Systems	\$65,880.00	0.0567
8)	621511	Medical Laboratories	\$29,520.00	0.0254
9)	561720	Janitorial Services	\$720.00	0.0006
10)	339950	Sign Manufacturing	\$18,000.00	0.0155
11)	238910	Site Preparation	\$30,000.00	0.0258
12)	811111	Revenue Vehicle Repairs	\$212,400.00	0.1827
13)	541310	Architectural Services	\$30,000.00	0.0258
14)	811121	Automotive Body & Paint	\$12,000.00	0.0103
15)	561620	Environmental Consulting	\$30,000.00	0.0258
	Total FTA-Assisted Contract Funds		\$1,162,320.00	1

Step 1 B - Determine the relative availability of DBE's by NAICS Code:

The numbers of DBEs and of all firms available to perform work on the identified contracting opportunities are:

	NAICS Code	Description of Work	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability
1)	541330	Engineering Services	3	139	0.0216
2)	423120	Revenue Vehicle Parts	0	38	0.0000
3)	423130	Tires	0	5	0.0000
4)	323113	Screen Printing	0	13	0.0000
5)	424120	Office Supplies	1	23	0.0435
6)	444110	Home Centers	0	39	0.0000
7)	561621	Security Systems	0	27	0.0000
8)	621511	Medical Laboratories	1	23	0.0435
9)	561720	Janitorial Services	1	163	0.0061
10)	339950	Sign Manufacturing	1	18	0.0556
11)	238910	Site Preparation	2	277	0.0072
12)	811111	Revenue Vehicle Repairs	0	425	0.0000
13)	541310	Architectural Services	0	80	0.0000
14)	811121	Automotive Body & Paint	0	166	0.0000
15)	561620	Environmental Consulting	7	43	0.1628
	Combined Totals		16	1479	0.0108
					<i>Overall availability of DBEs</i>

Step 1 C - (Weight) x (Availability) = Weighted Base Figure

	NAICS Code	Description of Work	Weight	x	Avail-ability of DBEs	Weighte d Base Figure
1)	541330	Engineering Services	0.02581	x	0.02158	0.0006
2)	423120	Revenue Vehicle Parts	0.42949	x	0.00000	
3)	423130	Tires	0.10531	x	0.00000	
4)	323113	Screen Printing	0.01549	x	0.00000	
5)	424120	Office Supplies	0.01239	x	0.04348	0.0005
6)	444110	Home Centers	0.04285	x	0.00000	
7)	561621	Security Systems	0.05668	x	0.00000	
8)	621511	Medical Laboratories	0.02540	x	0.04348	0.0011
9)	561720	Janitorial Services	0.00062	x	0.00613	0.0000
10)	339950	Sign Manufacturing	0.01549	x	0.05556	0.0009
					Total	0.0031
					Expressed as a % (*100)	0.31%
					Rounded , Weighted Base Figure:	0.3%

Step 2 Determining evidence for an adjustment –

Ulster County has determined to use past participation towards the DBE goal methodology. Many of Ulster County’s contracting opportunities for the next FFY period will be similar to prior years. These opportunities include medical laboratories, vehicle parts and services, janitorial services and sign manufacturing.

Past Participation Adjustment:

Ulster County used Jan 2015 - Dec 2017 Reports to determine the median percentage of past participation adjustment.

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