



NASHUA TRANSIT SYSTEM FTA DBE Goal for FY2019-2021

The Department of Transportation's (DOT) Disadvantaged Business Enterprise (DBE) Program seeks to ensure nondiscrimination and equal opportunity in the award and administration of federally assisted contracts nationwide. The intent of the DBE program is to create a level playing field by providing small businesses owned and controlled by women and minorities with the opportunity to compete for work on federally funded transportation contracts.

The New Hampshire Department of Transportation (NHDOT) administers the DBE program within the state and provides certification for qualified women and minority owned firms. NHDOT is the sole certifying agency for the state of New Hampshire and DBE's are listed in a statewide directory.

Why Certify

- Grow your business
- Receive Bidding information for upcoming projects
- Listed in the NHDOT DBE Directory
- Training & Networking Opportunities
- Free Business Development Service (limited)

Requirements

- Independently Owned For-Profit Business
- At least 51% Owned by Women or Minority
- Social and Economical Disadvantage
- US Citizenship or Permanent Residency
- Meet SBA's size standard
- Gross Receipts - \$23.98 (\$52.47 ACDBE) million
- Personal Net Worth (PNW) - \$1.32 million excluding prime residence and equity in certified business

Contact: NHDOT – DBE

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Nashua Transit System Overall Goals ~ 49 CFR Part 26 (& Part 23 ACDBEs) §(26.45)

The City of Nashua's overall goal for FY 2019 – FY 2021 is to expend 2.5 % of the amounts received from Federal financial assistance in DOT-assisted contracts (exclusive of FTA funds to be used for the purchase of transit vehicles) with small business concerns owned and controlled by socially and economically disadvantaged individuals (DBEs). It is the intent that the expenditure be obtained through a race-neutral program method.

Given the amount of DOT assisted contracts Nashua Transit System expects to let during FY2019-FY2021 fiscal years/projects, which is \$10,470,716, we have set a goal of expending \$105,000 with DBEs during these fiscal years/projects.

Nashua Transit System plans to procure the following:

- Labor and other direct costs from First Transit
- Rolling stock purchases over the next three years including 2 trolley/buses and 2 vans
- Transit Center Retrofit

Race-Conscious / Race-Neutral

Nashua Transit System's goals have been met during the last three (3) years. During this period, Nashua Transit System met or exceeded its goal of 1.9% on a race-neutral basis. We anticipate continuing to meet or exceed this goal in the future and as such, we have not set race-conscious goals for our DBE program.

If NTS misses our race-neutral goal two years in a row, NTS would use race-conscious means in the future. NTS will track and report race-neutral and race-conscious participation separately.

Methodology

The methodology used to establish the goal is selected from those considered reasonable by the Federal Transit Administration (see 49 CFR Section 26.45). Nashua Transit will utilize the State of New Hampshire's DBE directory and Census Bureau Data. Nashua Transit's determination will be based on a level of DBE participation relative to all businesses, ready willing and able to participate on federally assisted contracts. The calculations are based on the following:

Step 1. Base Figure

Data Sources: The DBE goal was found by determining the number of businesses listed by the 2016 US Census Bureau in the County Business Pattern and filtered for firms in the North American Industry Classification System (NAICS) Subsectors. The market area includes Hillsborough County, Rockingham County and Merrimack County in NH as well as Middlesex County in MA. This includes the surrounding regions to the north, west and east in NH, and the largest cities in the state, as well as the area to the south in MA.

The US Census Bureau County Business Pattern database may be used for determining the number of businesses that exist and with which Nashua Transit may do business, including General Contractors, Electrical, Ventilation, Printing and Related Support Activities, Sign Manufacturing, Motor Vehicle Supplies, Office Equipment, Computer Equipment/Software, Petroleum and Petroleum Products, Commercial Janitorial Supplies, Tires, Fuel, Motor Vehicle Towing, Graphic Design, Advertising Agencies and Marketing.

Comparing our types of procurement with the Industry Code description, we counted those classifications for vendors with whom we might do business. Nashua Transit System anticipates that the most likely source of DBE partnership in the future will be through advertising. Those Codes are six digit codes, so as to derive a number that is as realistic as possible. The total number of vendors thus identified is 6,114. This number will be used as the denominator. The numerator was found by determining the number of ready, willing and able NH DBE certified firms within the same NAICS Sub sectors, which Nashua Transit System identified as 67 utilizing the State of NH DBE Directory.

Dividing the DBE number of 67 by the total of available firms 6,114 yields 1.1%.

Prime Contractors that Nashua Transit System intends to let in the upcoming 3 Federal Fiscal Years include advertising; operations and direct labor, scheduling software, engineering, and commercial construction.

The current capacity of DBE's to undertake work required by the transit system is deemed to be adequate do to the nature of Nashua Transit System's relatively small procurements. Nashua Transit System did not use weighting in establishing the Base Figure.

**FY2019-2021 DBE WORKSHEET - NEW HAMPSHIRE 2016 COUNTY
BUSINESS PATTERNS (NAICS)**

NAICS CODES	INDUSTRY DESCRIPTION	MIDDLESEX COUNTY, MA	HILLSBOROUGH COUNTY NH	MERRIMACK COUNTY NH	ROCKINGHAM COUNTY NH	LISTED DBE IN NH DOT Directory April 2018	BASE FIGURE
236220	<i>Commercial Construction</i>	192	52	10	34	8	
238160	<i>Roofing</i>	94	20	4	12	0	
238210	<i>Electrical</i>	614	144	58	122	10	
238220	<i>HVAC</i>	708	166	69	170	7	
238320	<i>Painting</i>	251	49	29	50	4	
238330	<i>Flooring</i>	98	31	10	23	0	
238990	<i>Other Specialty Trade Contractors - Paving</i>	166	49	20	53	4	
323111	<i>Printing - Commercial</i>	115	28	11	21	1	
339950	<i>Sign Manufacturing</i>	27	11	5	6	1	
423120	<i>Motor Vehicle Supplies</i>	45	16	10	19	0	
423420	<i>Office Equipment</i>	71	19	8	5	2	
423430	<i>Computer Equipment/Software</i>	106	25	3	30	4	
424710	<i>Petroleum and Petroleum Products</i>	5	1	3	6	0	
424990	<i>Commercial Janitorial Supplies - other misc nondurable goods</i>	40	15	3	16	0	
441320	<i>Tire Dealers</i>	60	27	6	29	0	
454310	<i>Fuel</i>	75	18	20	29	0	
488410	<i>Motor Vehicle Towing</i>	46	18	4	12	0	
541310	<i>Architectural Services</i>	254	20	6	25	6	
541330	<i>Engineering Services</i>	482	130	37	99	12	
541430	<i>Graphic Design</i>	99	16	7	21	2	

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541430	<i>Graphic Design</i>	99	16	7	21	2	
541613	<i>Marketing</i>	267	43	9	45	4	
541690	<i>Scientific & Tech. Consulting - Drug & Alcohol</i>	182	22	7	22	1	
541850	<i>Advertising Agencies - Outdoor</i>	6	1	1	1	1	
	TOTALS	4003	921	340	850	67	1.1%

Step 2: Adjustment to base figure

Section 26.45 requires examination of other factors to determine if the base figure should be adjusted.

For this calculation NTS will use the historical median methodology (26.45(d)) section 1i. "The current capacity of DBE's to perform work in your program as measured by the volume of work DBEs have performed in past years." The historical median (not average) is used to measure past participation.

The amount by which the DBE goals were exceeded in the past is 2.1%. Nashua Transit System's history of DBE goal achievements in the last three (3) fiscal years reflects a median 4% achievement. This achievement rate of 4% was added to the base calculation and then divided by two to set our goals. Base Figure of 1.1% plus median figure of 4% = 5.11% divided by two = 2.5% goal.

Consultative Process

The DBELO conducted outreach with three organizations and the feedback is summarized below:

*Jane Cutter, Owner 5/1/18ATA Outdoor Media
2 Alden Avenue, Greenland, NH 03840*

- Agreed with the market area NTS has selected with 3 counties in NH and 1 county in MA.
- ATA Outdoor Media has DBE certification in NH and ME. They work with numerous transit agencies and many of their clients must meet DBE criteria.

*Alexandra Bishop, Program Coordinator – 2/12/18
Center for Women and Enterprise, NH Center
30 Temple Street, Nashua, NH 03062*

- NTS has been working with the Center for Women and Enterprise in Nashua since 2016. We hold an annual DBE education event in conjunction with NH DOT and the Center for Women and Enterprise at their office in downtown Nashua. The event is marketed on the NTS website and Facebook page, City Events Website, and Center for Women and Enterprise website.
- They have offered staff resources to create marketing materials if Nashua Transit System provides DBE content.

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NH DOT External EEO Coordinator
7 Hazen Drive, Concord, NH 03302

- Continue to partner with NH DOT External EEO Coordinator to market and educate interested groups on the DBE certification process.

Nashua Transit System maintains the current DBE Goal and Program on the Nashua Transit System website. The FY 2019 - FY 2021 goal expires on September 30th, 2021.

Agency Actions to Encourage DBE Participation

Nashua Transit System plans to provide notice of bidding opportunities, if applicable, in the categories listed in the table on pages 3 and 4 to the DBE firms included on that table as well as any DBE firms added to NHDOTs DBE list during the period of FY2019 through FY2021. Nashua Transit System will also partner with the following organizations to encourage participation:

- *Souhegan Valley Chamber of Commerce*
- *Nashua Chamber of Commerce*
- *NH Small Business Development Center – Nashua Branch*
- *City of Nashua Economic Development Division*
- *CWE New Hampshire Center - Women Business Center*
- *State of New Hampshire Department of Transportation*
- *Enterprise Bank - Nashua*