



Board of County Commissioners

State of Florida

Updated: November 2015

RE: OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS
FEDERAL TRANSIT ADMINISTRATION: TEAM ID 5435
Disadvantaged Business Enterprise Overall Goal and Methodology Report

Fiscal Years 2015-2017

The Okaloosa County Board of County Commissioners (BOCC) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26, dated February 2, 1999 and all applicable changes and updates. The BOCC has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the BOCC has signed federal and state grant assurances that it will comply with 49 CFR Part 26.

Okaloosa County has set its Disadvantaged Business Enterprise (DBE) goal for Fiscal Years 2015 through 2017 at 1% for participation on US DOT / Federal Transit Administration (FTA) assisted contracts. The entire goal will be obtained through race-neutral means. The purpose of the Disadvantaged Business Enterprise (DBE) overall goal is to achieve a "level playing field" for ready, willing and able DBEs seeking to participate in USDOT-assisted contracts.

The goal is based on demonstrable evidence of the availability of ready, willing and able DBEs relative to all businesses ready, willing and able to participate in USDOT-assisted contracts. It reflects the level of DBE participation that would be expected absent the effects of discrimination.

Janet M. Willis
Transit Coordinator/Grants Manager
Okaloosa County Board of County Commissioners

**OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS
FEDERAL TRANSIT ADMINISTRATION: TEAM ID 5435
Disadvantaged Business Enterprise Proposed Goal and Methodology
Fiscal Years 2015-2017**

Okaloosa County Board of County Commissioners, in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26, hereby announces its Fiscal Year 2015 through 2017 Disadvantaged Business Enterprise (DBE) goal of 1% for participation on US DOT / Federal Transit Administration (FTA) assisted contracts. The entire goal will be obtained through race-neutral means. The purpose of the Disadvantaged Business Enterprise (DBE) overall goal is to achieve a "level playing field" for ready, willing and able DBEs seeking to participate in USDOT-assisted contracts.

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Public Participation – Part 26.45(g)(1) and (2)

Goal Publication in Local Media

The Okaloosa County Board of County Commissioners' FY 2015-2017 DBE proposed goal was published in the *Northwest Florida Daily News* on Monday, July 14, 2014 which allowed for the 45-day comment period prior to submission of the goal to the FTA Office of Civil Rights (Attachment A). There are no local minority media outlets in the local area. The goals and methodology were available for inspection during normal business hours at the Okaloosa County Transit Building, 600 Transit Way, Fort Walton Beach, Florida 32547 for a period of 30 days following the date of the published notice. Public comments have been accepted for 45 days from the date of the published notice. The proposed goal has also been made available to the public on the www.rideoct.org website (Attachment A-1). No individual contacted the BOCC to request additional information or to submit comments regarding the BOCC's proposed FY 2015-2017 DBE goal for US DOT / Federal Transit Administration (FTA) assisted contracts.

Public Participation/Consultation During Goal Development

Prior to submitting the goal to FTA, the following local and regional community organizations were contacted via email or letter (Attachment B) to determine if they knew of any potential impediments to DBE firm in Okaloosa County:

- Fort Walton Beach Chamber of Commerce, 34 Miracle Strip Parkway, Fort Walton Beach, FL 32549
- Eglin Air Force Base, AAC/Small Business Office, 96 CEG/CEV, 501 DeLeon St, Suite 101, Building 696, Eglin AFB, FL 32542
- Economic Development Council of Okaloosa County, P.O. Box 4097, Fort Walton Beach, FL 32549
- Small Business Administration, Jacksonville District Office, 7825 Baymeadows Way Suite 100B, Jacksonville, FL 32256

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- Florida Women’s Business Center, 401 W. Atlantic Ave. #09, Delray Beach, FL 33444
- Florida Black Business Investment Board, Inc., 301 East Pine Street, Suite 175
Orlando, Florida 32801
- Florida Black Chamber of Commerce, Inc., 314 North Devilliers Street, Pensacola, Florida
32501

Method (Part 26.45)

Step One: Develop a Base Figure for the Relative Availability of DBEs

The base figure for the relative availability of DBE’s is the ratio of certified DBE’s relative to the total firms available in the relevant region. The Okaloosa County Board of County Commissioners (BOCC) has adopted the State of Florida as its relevant region. The BOCC has also narrowly tailored its ratio calculation to services and industries likely to benefit from federally funded projects. During the next 3 fiscal years, Okaloosa County plans to award a contract for automated passenger count equipment and installation (\$75,000) and shelter construction and install (\$60,000), and contracts totaling (\$813,000) for the listed services in the attached spreadsheet (Attachment C).

The BOCC applied the number of relevant certified DBE’s listed in the Florida Department of Transportation’s business directory in the numerator of the calculation below. There are no registered DBEs offering preventive maintenance (auto parts & repair) in FDOT District Three, none offering shop equipment, computer equipment purchased from a State contract, and no registered DBEs offer shelters, bike racks, signage or automated passenger counters. Service vehicles are also purchased from a State contract. This data is derived from the Florida Unified Certification Program database which certifies member agencies as DBEs.

The BOCC then applied the total number of Florida firms of the same relevant industries noted above according to the Census Bureau’s County Business Patterns (CBP) database in the denominator of the calculation below. There are 7,228 auto parts suppliers/auto repair shops, 4,778 firms offering concrete/site construction services and 4,574 electrical (APC installation) firms in Florida as of the most current reported CBP database in the State of Florida.

Contracting Opportunity	NAICS Codes	Census Bureau Data: County Business Patterns	UCP Relevant Industries	Percentage DBE Availability
Auto Parts and Repair	81111 44131	7,228.0	0	0.00%
Shelter Construction	23899 23811 23891	4,778.0	25	0.52%
Automated Passenger Count (APC) Install	23821	4,574	2	0.04%
Combined Totals		16,580	27	0.16%

Source: Census Bureau County Business Patterns (www.census.gov/econ/cbp/).

: OSDBU State DOT and DBE Program Sites (www3b.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory)

Weighting each of the percentages calculated above by the value of the relevant contract yields a first-step DBE goal of 1.00%

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Step Two: Adjustment of the Base Figure for the Overall Goal

Since Okaloosa County has not had any DBE participation during the past four years, we elect to not perform a Step Two adjustment. We will use the Step One Base Figure as our goal. The second step is conducted to adjust the base figure based upon regional availability of DBE's. The programmed projects for the upcoming three years will be limited in Okaloosa County due to the current economic condition that has not promoted growth to the public transit system. There is no indication that the economic situation will improve therefore no large capital projects are programmed during the proposed period. For FY 2015-2017 the focus will be to pursue Operating Assistance grant opportunities.

There are currently no disparities studies related to the proposed transit projects and disadvantaged business enterprise participation.

Means Used to Meet BOCC Overall DBE Goal (Part 26.51)

The overall FY 2015-17 DBE goal of 1% will be obtained entirely through race-neutral measures. Okaloosa County's transit system is a small urban transit system (located in an urbanized area with a population less than 200,000), and very rarely has a large contract with sub-contracting opportunities. No such upcoming contract(s) is/are anticipated for FY 2015-2017. The BOCC anticipates meeting its DBE goal entirely through race-neutral measures, which include but are not limited to the following:

- Arranging all possible aspects of solicitations, including delivery
- schedules, in ways that facilitate DBE participation;
- Unbundling of contracts;
- Reducing bonding requirements when possible;
- Providing guidance on obtaining business assistance in areas such as business management, record keeping, and technical assistance;
- Ensuring inclusion of DBEs on BOCC's mailing list for bidders;
- Providing guidance on obtaining assistance for start-up businesses;
- and
- Ensuring the widest possible distribution of the BOCC's DBE Directory – which is the Florida DOT state-wide DBE Listing.

**OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS
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Attachment A – Copy of proof of publication

NORTHWEST FLORIDA
**Daily
 News**

Published Daily
 Fort Walton Beach, Florida
 Distributed in Okaloosa, Santa Rosa & Walton Counties

State of Florida, County of Okaloosa

Before the undersigned authorized personally appeared Colleen Cadogan,
 who on oath says that (s)he is Legal Advertising Clerk
 of the Northwest Florida Daily News,

a daily newspaper published at Fort Walton Beach, in Okaloosa County, Florida;
 that the attached copy of advertisement, being a Legal 6492

in the matter of Notice
Overall DBE Goal

in the Okaloosa County Court, was published in said newspaper in the issues of
July 14, 2014

Affiant further says that the said Northwest Florida Daily News is a newspaper published at Fort Walton Beach, in said Okaloosa County, Florida, and that the said newspaper has heretofore been continuously published in said Okaloosa County, Florida, each day, and has been entered as second class mail matter at the post office in Fort Walton Beach, in said Okaloosa County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that (s)he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

STATE OF FLORIDA
 COUNTY OF OKALOOSA

Subscribed and sworn to (or affirmed) before me this 7/14/14
 (Date)

by Colleen Cadogan, who is/are personally known to me or

has/have produced Personally Known as identification.
 (Type of identification)

[Signature] Notary Public, Commission No. _____
 (Signature) (Name of Notary typed, printed or stamped)




Legal 6492
 Notice of Publication of Overall DBE Goal
 Okaloosa County Board of County Commissioners. In accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26, hereby announces its Fiscal Year 2015 through 2017 Disadvantaged Business Enterprise (DBE) goal of 1% for participation on US DOT / Federal Transit Administration (FTA) assisted contracts. The proposed goal and its rationale are available for public review for 30 days following this notice during normal business hours from 8:00 a.m. to 4:30 p.m., Monday through Friday, at the Okaloosa County Transit Building, 600 Transit Way, Fort Walton Beach, FL 32547 or at www.rideoc.org/dbeinfo.pdf. The Fiscal Year 2015 through 2017 goal may be adjusted by any comments received. For information

related to the program goal or rationale contact Abra L. McGill, Grants Specialist at (850)609-7009. Written comments will be accepted for 45 days following publication of this notice. Interested parties are encouraged to submit comments to: Abra L. McGill, Grants Specialist, 600 Transit Way, Fort Walton Beach, FL 32547.
 Legal 6492
 July 14, 2014

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Attachment A-1




Climb on board,
RIDE THE WAVE

Welcome to the Okaloosa County Transit Website
Whether you are commuting, shopping, or just visiting, let OCT get you where you're going. When you use public transit, you help our community and the environment by easing traffic congestion and reducing harmful emissions.

System Maps
Want to know more about OCT routes, stops and time points in Okaloosa County? Click on the System Map and get direct access to route maps and information. It's easy, so give it a try! View System Maps for North Routes and South Routes

[Click Here to Download Entire June 2014 Ride Guide](#) This publication is only available online at this time. The Ride Guide contains bus stop locations and WAVE information for Okaloosa County, including FWB & Crestview WAVE routes, WAVE Shuttle & the WAVE Express.

- ▶ **RIDE THE WAVE**
 - ▶ Fare Box Flyer
 - ▶ Wave & Shuttle Rules
 - ▶ Hours
 - ▶ Fares & Passes
 - ▶ Reduced Fare Application
 - ▶ Transfers
 - ▶ Park & Ride
 - ▶ Severe Weather Policy
- ▶ **ROUTE INFORMATION**
 - ▶ Fort Walton Beach
 - ▶ Crestview
 - ▶ Okaloosa Island
 - ▶ Destin/South Walton
 - ▶ Wave Express
- ▶ **PARA TRANSIT SERVICES**
- ▶ **ABOUT US**
 - ▶ Local Coordinating Board (LCB)
 - ▶ OCT Board of Directors
 - ▶ Employment
 - ▶ Advertise with Us
 - ▶ TDP Major Update 2012-2021
 - ▶ Title VI
 - ▶ **FY 2015-2017 DBE Goal** 
 - ▶ Contact Us

Fort Walton Beach, FL

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Attachment A-1

(Continued from Page 6)

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Fiscal Years 2015 – 2017**

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The Fiscal Year 2015 through 2017 goal may be adjusted by any comments received. For information related to the program goal or rationale contact Abra L. McGill, Grants Specialist at (850)609-7004. Written comments will be accepted for 45 days following publication of this notice. Interested parties are encouraged to submit comments to: Abra L. McGill, Grants Specialist, 600 Transit Way, Fort Walton Beach, FL 32547

Method (Part 26.45)

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Source: Census Bureau County Business Patterns (www.census.gov/econ/cbp/)
- O2026U State DOT and DBE Program Sites (www.dot.state.fl.us/EqualOpportunity/OfficeBusinessDirectory)
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which is the Florida DOT state-wide DBE Listing.

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Fiscal Years 2015-2017

Attachment B



Department of Growth Management

State of Florida

July 10, 2014

Organization
Address
City, State ZIP

RE: Fiscal Years 2015-2017 Disadvantaged Business Enterprise Goal, Okaloosa County Federal Transit Administration Projects

To whom it may concern:

As recipients of Federal Transit Administration (FTA) grant funds, Okaloosa County Board of County Commissioners is in the process of establishing a three-year Disadvantaged Business Enterprise Goal for FY15-17. These goals are specific to capital projects funded by FTA. As required by 49 CFR Part 26, DBE goals have been established for FY15-17 to be 1%. The goal is taking into consideration the lack of large capital programs planned for FY15-17.

This correspondence is requesting your input, and if applicable, provide documentation on existing social or economic barriers which may currently be preventing minorities and/or women from offering services to transit related capital projects. Do you know of any other impediments which have or may impact minorities and/or women from effectively competing on transit related capital projects? Are there any known impediments to minority contractors or women-owned businesses from becoming UCP certified through the Florida Department of Transportation's DBE program?

We would appreciate any feedback, if you have any questions or comments please contact me at amcgill@co.okaloosa.fl.us or (850)609-7004 within 30 days of receiving this letter. The proposed DBE goal report is available for review at <http://www.rideoct.org/dbe/dbe.pdf> and at the Okaloosa County Transit administrative offices at 600 Transit Way, Fort Walton Beach, FL 32547. The comment period ends August 28, 2014 at which time; any additional comments will be incorporated into the FY15-17 FTA capital project DBE goal program. This goal will be submitted to FTA as required by 49 CFR, Part 26.

Sincerely,
Abra L. McGill
Grants Specialist
Okaloosa County Board of County Commissioners
850-609-7004

1804 Lewis Turner Blvd, Suite 200
Fort Walton Beach, FL 32547
(850) 651-7180
FAX (850) 651-7706

812 E James Lee Blvd
Crestview, FL 32539
(850) 689-5080
FAX (850) 689-5512

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Attachment C

	2015	2016	2017	Total		NAICS
Preventive Maintenance	300000	300000	300000	900,000	Auto parts & repairs	81111 & 44131
Misc Support Equip	200000	200000	200000	600,000	N/A	
Computer Equipment	30000	15000	15000	60,000	State Contract	
Shelters	20000	20000	20000	60,000	N/A	23899 , 23811, 23891
Bike Racks	1000	1000	1000	3,000	N/A	
Signage	5000	5000	5000	15,000	N/A	
Automated Passenger Counting	25000	25000	25000	75,000	N/A	23821
Vehicles	200000	600000	300000	1,100,000	State Contract	
Contracts				813,000		
Total 5307/5309				2,813,000		
Grand Total				2,813,000		