



HUNTSVILLE

Tommy Battle
Mayor

U.S. DOT
Federal Transit Administration
230 Peachtree, NW
Suite 800
Atlanta, GA 30303
ATTN: Doretha Foster

**FY 2020 – FY 2022
OVERALL GOAL CALCULATION
Revision 2 October 2019**

AMOUNT OF GOAL –

1. The City of Huntsville, Alabama, Department of Parking & Public Transit's overall goal for the following time period FY 2020 – FY 2022 is the following: .83% of the Federal financial assistance we will expend in DOT-assisted contracts, exclusive of FTA funds to be used for purchase of transit vehicles and in-house services and products.
2. \$1,912,246 is the dollar amount of the DOT-assisted contracts that the City of Huntsville, Alabama, Department of Parking & Public Transit expects to award during FY 2020 – FY 2022. This means that the Department of Parking & Public Transit has set a goal of expending \$15,851.
3. This goal includes consultation with women, minority and other interested contracting groups. Attachment A identifies several direct consultations with minorities, women, small businesses, and general contractors.

METHODOLGY –

Step - 1

The base figure for relative availability of DBE's was determined:

$$\text{Base Figure} = \frac{\text{Ready/Willing/Able DBE's}}{\text{All firms Ready/Willing/Able}}$$

The data source of demonstrable evidence used to derive the numerator was:

Alabama DOT (ALDOT) FTA DBE list, which includes the following:
Alabama A & M University (AAMU) DBE located in Huntsville list*

The Star of Alabama

**Identification of Local Areas: AAMU is located in Huntsville. Their outreach includes Huntsville and the surrounding counties of Madison, Limestone, Marshall, and Morgan. This local market area is included in the equation.*

ALDOT FHWA DBE list for construction projects – if applicable*

**Identification of Local Areas: The ALDOT list includes the whole state of Alabama. Business addresses are available for dissemination and companies within the Huntsville and surrounding counties of Madison, Limestone, Marshall, and Morgan are included in the equation.*

Huntsville-Madison County Airport Authority (HMCAA) DBE list*

**Identification of Local Areas: HMCAA is located in Huntsville. their outreach includes Huntsville and surrounding counties of Madison, Limestone, Marshall, and Morgan. This local market area is included in the equation.*

The City of Huntsville's Bidders list*

**The City of Huntsville bidder's list DBE certified vendors typically comes from the ALDOT certification list and is not duplicated here. All potential DBE's were identified.*

The data source or demonstrable evidence used to derive the denominator was:

U.S. Census list for Alabama

The City of Huntsville's bid vendor list

Public participation

Several alternative websites; i.e., <https://hbcumoney.com/2017/03/2017>

<http://blackoutcoalition.org>

<https://www.watchtheyard.com>

When we divided the numerator by the denominator we arrive at the base figure for our overall goal and that number was 0.61%.

Step 2 –

After calculating a base figure of the relative availability of DBE's, evidence was examined to determine what adjustment was needed to the base figure in order to arrive at the overall goal.

In order to reflect as accurately as possible the DBE participation we would expect in the absence of discrimination we have adjusted our base figure by 0.47%.

The data used to determine the adjustment to the base figure was:

Portion of proposed project that fall under FTA allowable costs
DBE and Total Historical expenditures by type of work
Determined Contracting Opportunities

The reason we chose to adjust our figure using this data was because:

The actual FTA allowable costs adjusted by actual past contracts afforded to DBE's and non-DBE's alike give a more accurate picture of DBE potential use.

From this data, we have adjusted our base figure to: 0.83%

PUBLIC PARTICIPATION –

We publish our goal information on the City of Huntsville's Legal Notices website:

<https://www.huntsvilleal.gov/government/media-center/legal-notices/>

The document site: <https://3jzi0q2zthm01oqpx2h96lz1-wpengine.netdna-ssl.com/wp-content/uploads/2019/08/DBE-Goal-FY19-Public-Notice.pdf>

Attachment B is a screenshot of the public notice announcement on the City's website.

SUMMARY OF COMMENTS AND CHANGES –

There were no responses or comments received. No changes were made.

BREAKOUT ESTIMATED RACE-NEUTRAL & RACE CONSCIOUS PARTICIPATION –

The City of Huntsville, Alabama, Department of Parking & Public Transit will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The Department of Parking & Public Transit uses the following race-neutral means to increase DBE participation:

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBE's and other small businesses and by making contracts more accessible to small businesses, by means such as those provided under §26.39 of this part;
2. Providing technical assistance and other services;
3. Carrying out information and communications programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBE's, and other small businesses, on recipient mailing lists for bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate.

We estimate that, in meeting our overall goal of 0.83% we will obtain 100% from race neutral participation and 0.0% from race conscious measures.

Respectfully,



Scott Freeman
DBELO
City of Huntsville, Alabama
Department of Parking & Public Transit

CITY OF HUNTSVILLE, AL
RI #1075
FY 2019 DBE Goal Setting

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

* Enter all the FTA-assisted projects below. Project amounts are assigned to the relevant NAICS Code(s).

	NAICS & NIGP Codes	Project	Amount of DOT funds on project for Three Year Period (FTA Share):	% of total DOT funds (weight)
1.	323113	Printing	\$ 3,506	0.0018
2.	441310 / 485-10 / 485-11-40 / 928-19 / 928-24 / 928-67	Auto Parts/Srv	\$ 419,306	0.2193
3.	441320 / 928-10	Tires/Tubes	\$ 97,956	0.0512
4.	443120	Information Tech, Hardware, Software	\$ 89,296	0.0467
5.	443140	Electronics Stores	\$ 6,981	0.0037
6.	447100	Fuel stations	\$ 813,117	0.4252
7.	448110	Uniforms	\$ 41,917	0.0219
8.	453210 / 485	Office Supplies/Other	\$ 45,849	0.0240
9.	524210	Insurance Agencies and Brokerages	\$ 290,160	0.1517
10.	561110	Office Admin Services	\$ 29,380	0.0154
11.	561320	Temporary Help	\$ -	0.0000
12.	155-76	Shelters	\$ 74,778	0.0391
Total FTA-Assisted Contract Funds			\$ 1,912,246	1

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

* Directories utilized are listed on page 2 of this DBE Goal Update.

	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability
1.	323113	Printing	8	401	0.0200
2.	441310 / 485-10 / 485-11-40 / 928-19 / 928-24 / 928-67	Auto Parts/Srv	8	931	0.0086
3.	441320 / 928-10	Tires/Tubes	6	455	0.0132
4.	443120	Information Tech, Hardware, Software	5	203	0.0246
5.	443140	Electronics Stores	7	769	0.0091
6.	447100	Fuel stations	0	3035	0.0000
7.	448110	Uniforms	1	171	0.0058
8.	453210 / 485	Office Supplies/Other	9	257	0.0350
9.	524210	Insurance Agencies and Brokerages	0	1631	0.0000
10.	561110	Office Admin Services	0	15	0.0000
11.	561320	Temporary Help	5	474	0.0105
12.	155-76	Shelters	2	40	0.0500
Combined Totals			51	8382	0.61%

Overall DBE Availability

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

	NAICS Code	Project	Weight	x	Availability	Weighted Base Figure
1.	323113	Printing	0.00183	x	0.01995	0.0000
2.	441310 / 485-10 / 485-11-40 / 928-19 / 928-24 / 928-67	Auto Parts/Srv	0.21927	x	0.00859	0.0019
3.	441320 / 928-10	Tires/Tubes	0.05123	x	0.01319	0.0007
4.	443120	Information Tech, Hardware, Software	0.04670	x	0.02463	0.0012
5.	443140	Electronics Stores	0.00365	x	0.00910	0.0000
6.	447100	Fuel stations	0.42522	x	0.00000	
7.	448110	Uniforms	0.02192	x	0.00585	0.0001
8.	453210 / 485	Office Supplies/Other	0.02398	x	0.03502	0.0008
9.	524210	Insurance Agencies and Brokerages	0.15174	x	0.00000	
10.	561110	Office Admin Services	0.01536	x	0.00000	
11.	561320	Temporary Help	0.00000	x	0.01055	0.0000
12.	155-76	Shelters	0.03910	x	0.05000	0.0020
Total						0.0047
Expressed as a % (*100)						0.47%
Rounded, Weighted Base Figure:						0.47%

2. Adjustments Necessary

During the previous three years this agency has fluctuated with DBE participation in FTA assisted contracts. We continue to do outreach through the North Alabama African American Chamber of Commerce, the Small Business Development office of the Madison County Chamber of Commerce and Alabama A&M University, the local African American university. In the past three years, the agency has failed to reach the DBE participation goal for 2016 and was addressed in the shortfall memo. DBE participation percentages for 2016-2018 follow:

CY	1-Jun	1-Dec	<u>Median</u>
2016	0.3%	0.4%	0.36%
2017	0.5%	0.7%	0.59%
2018	0.7%	0.7%	0.72%
	0.5%	0.6%	0.56%

The historical median for this type of work is: **0.56%**

The average of #1 and #2 is the adjusted DBE Goal

Rounded Weighted Base Figure: 0.47%

Historical Median: 0.56%

Sum 1.03%

Divided by Two **0.51% DBE Goal**

Expenditure Goal: \$9,845.69

**CITY OF HUNTSVILLE, AL, DEPT. OF PARKING & PUBLIC TRANSIT
THREE YEAR BUDGET FY 2020 - FY 2022**

OBJECT	OBJECT / ACCOUNT DESCRIPTION	FY 2020 BUDGET	FY 2021 BUDGET	FY 2022 BUDGET	THREE YEAR BUDGET TOTALS	FTA SHARE OF THREE YR BUDGET	NAICS
515010	ADVERTISING	2,310	2,333	2,368	7,011	\$ 3,506	323113
513030	R&M MOTOR EQUIPMENT	276,300	279,063	283,249	838,612	\$ 419,306	441310 928-24 928-19 928-67
515580	TIRES EQUIPMENT & SOFTWARE	64,548	65,193	66,171	195,913	\$ 97,956	441320 928-10
515250	MAINTENANCE OTHER EQUIPMENT	5,460	5,515	5,597	16,572	\$ 8,286	443120
520500	PURCHASE	32,500	34,125	34,637	101,262	\$ 81,010	443120
513010	R & M FACILITIES	4,600	4,646	4,716	13,962	\$ 6,981	443140
514010	FUEL & OIL	535,800	541,158	549,275	1,626,233	\$ 813,117	447100
515670	UNIFORMS OFFICE & OPERATING	27,621	27,897	28,316	83,834	\$ 41,917	448110
515340	MATERIALS & SUPPLIES	30,212	30,514	30,972	91,698	\$ 45,849	453210
515220	INSURANCE OUTSIDE PROFESSIONAL SERVICES	191,200	193,112	196,009	580,321	\$ 290,160	524210
515370	SERVICES	19,360	19,554	19,847	58,761	\$ 29,380	561110
513040	R&M OTHER EQUIPMENT MOTOR EQUIPMENT	558	564	572	1,694	\$ 847	443140 485-10-40
520100	PURCHASE	1,131,000	1,187,550	1,205,363	3,523,913	\$ -	n/a
515790	TRAVEL & TRAINING	1,600	1,616	1,640	4,856	\$ -	n/a
520200	IT EQUIPMENT PURCHASE BUILDING / CONSTRUCTION	-	-	-	-	\$ -	
522000	(SHELTERS)	30,000	31,500	31,973	93,473	\$ 74,778	155-76
TOTALS		\$ 2,353,069	\$ 2,424,340	\$ 2,460,705	\$ 7,238,113	\$ 1,913,092	

*Searches made for Alabama, Madison County, Huntsville

NAICS code	NAICS code Description	NUMBER OF DBE's AVAILABLE					TOTAL AVAILABLE DBE
		ADECA	ALDOT	COH	ALTERNATE SITES		
323113	Printing, Commercial and other related	5	3	0			8
441310	Automotive parts and accessories stores Autos, Buses, Trucks	0	0	8			8
441320	Tire dealers		1	5			6
443120	Information Technology and hardware		1	4			5
443140	Electronics and appliance stores		1	6			7
447100	Gasoline stations						0
448110	Uniform Supplier		1				1
453210	Office supplies and stationery stores			9			9
524210	Insurance agencies and brokerages						0
561110	Office administrative services						0
561320	Temporary help services	1	4				5
485-**-	Janitorial Supplies and General Line			0			0
155-76	Shelters, Bus Waiting Equipment Maint and Repairs for			2			2
928-**-	Transit Buses			7			7
		8	9	41	-		58

					NUMBER OF F
ADECA	ALDOT	COH			
5	3	18			
		70			
	1	5			
1		136			
	1	40			
1					
		38			
1	4				
		107			
		11			
		25			
8	9	450			

Includes:

- 485-**- 485-10 Brooms; 485-11 Cleaners and Detergents; 485-12 Cleaner & Polisher; 485-13 Hand Sanitizers; 485-28 Window & Glass Cleaner;
- 928-**- 928-10 Alignments, Balancing; 928-19 Body Work; 928-24 Buse Maint & Repair; 928-67 Road Services;

522110	Commercial Banking					5	5
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HUNTSVILLE

Tommy Battle
Mayor

PUBLIC NOTICE
DISADVANTAGED BUSINESS ENTERPRISE
ANNUAL PROGRAM GOAL FOR FY 2020 – FY 2022
FOR
CITY OF HUNTSVILLE
DEPARTMENT OF PARKING & PUBLIC TRANSIT
Revised

Notice is hereby given that the City of Huntsville, Department of Parking & Public Transit, is submitting to the Federal Transit Administration (FTA), Southeast Region IV, as required by Title 49, C.F.R., Part 26, as amended, the Disadvantaged Business Enterprises (DBE) program goal for the Fiscal Year 2020. A goal of .83% has been established for General Operating federally funded contracts. This goal will apply to all contracts beginning October 1, 2020 thru September 30, 2022. The total DBE goal for the City of Huntsville, Department of Parking & Public Transit is .83%. The established goal will be applied to the Urbanized Area Formula Program (UAFP), Section 5307 FTA grants.

The Public Transit division has prepared a document describing the methodology used to establish this goal. This document is available for review by all interested parties at City of Huntsville, Department of Parking & Public Transit, 500 B Church Street, Huntsville, AL 35801, and on the City's website at <https://www.huntsvilleal.gov/residents/streets/public-transportation/public-transportation-civil-rights/>.

Interested parties and potential DBE firms are encouraged to submit brochures, price lists and/or letters of interest to:

Scott Freeman, DBE Liaison Officer
City of Huntsville, Department of Parking & Public Transit
500 B Church Street
Huntsville, AL 35801
(256) 427-6802
Fax# (256) 427-6869
Scott.freeman@huntsvilleal.gov

The Star of Alabama

ATTACHEMENT A
Multiple Consultations with Small and DBE Businesses
FY 2019 DBE PROGRAM

- Attend multiple North Alabama African American Chamber of Commerce (NAAACC) monthly lunch meetings;
- Participating in the 23rd Annual NAAACC Conference & Expo with direct consultation with DBE and SBE's that attended. The entity sign in sheet is attached;
- One of the featured speakers at the NAAACC April monthly meeting, along with Alabama A & M University (AAMU) Assistant Director of ALDOT-AAMU Disadvantaged Business Enterprise Supportive Services Program. The April meeting was designed for direct interaction for the presentation and question and answers for the City of Huntsville, and ALDOT's DBE programs and how they benefit the enterprises, help on how to participate in opportunities, help in becoming a certified DBE. The agenda and pictures of presentation are attached.

SCHEDULE

7:30 - 8:30

REGISTRATION

Exhibitor Set-up
Continental
Breakfast will be
served.

8:30 - 8:40

Welcome

8:45 - 11:45

**General
Sessions/Panel
Discussions**

12 Noon

**Awards
Luncheon**

1:30 - 4:45

**Expo Opens and
Breakout
Sessions**

Sessions

Franchising 101
Tax Tips for Entrepreneurs
Real Estate/Land Use
And Many More...



23rd Annual



Conference & Expo

LOCATION: ERNEST KNIGHT CENTER

4900 Meridian St. N Huntsville, AL 35811

TIME: 7:30AM - 5PM | DATE: SEPTEMBER 28TH

For additional information: Call (256) 564-7574

or

Email info@naaachamber.org

Sponsors



2010 10/11/11

9/28/18

Sign-In Sheet

ANVOO Valerie Fowler valeri@6598@att.net

Patricia Shaw - ~~85~~ 683-5090

Tabaris Smith 803-387-6610

Anita Jefferson 256-651-4370

Sirrene Derrick 256-320-9515

Adams, Cynthia 256 539-8554

ERICA BRADFORD (256) 551-2270

~~Carlos Barrientine~~ 256-723-4216

Tricia Jones 256 563-0503



700 Arcadia Circle, Suite D
Huntsville, AL 35801
Office: (256) 564-7574 * Fax: (256) 564-7433
Website * www.naaachamber.org
Email * info@naaachamber.org

April 16, 2019 Member Meeting

Location: AAMU Health & Wellness Center, Huntsville AL

Welcome/Announcements

Member Recognition

New: W. Baines Hartley, Sr; Terry Christon

Lunch

Speaker(s):

Dr. Lilith Whyte, Image of Eve Restored (3 Women with a Vision)

Kim Smith/Scott Freeman - Opportunities with Huntsville Parking & Transit

Danielle Barnes - Certification with ALDOT Disadvantaged Business Enterprise Program

Adjourn

Future Meetings:

- **May Monthly Meeting: May 21, 12 noon, Alabama A&M University**
- **ASBCC Entrepreneurs & Innovators Conference, June 20-21, Birmingham**



Presented to:
The North Alabama African
American Chamber of Commerce



Community & Enterprise



JHW



Presented to
The North Alabama African
American Chamber of Commerce

“Seizing the Opportunity”





HUNTSVILLE

Tommy Battle
Mayor

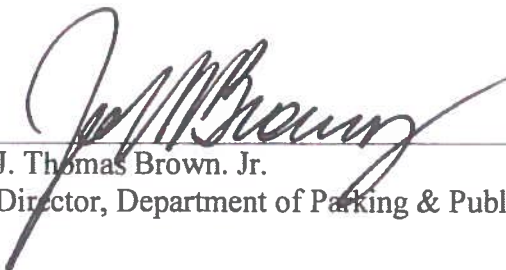
DBE PROGRAM

DBE POLICY UPDATE

AUGUST 2019

The City of Huntsville, Alabama, Department of Parking & Public Transit, has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (USDOT), 49 CFR Part 26, as amended. The City of Huntsville, Alabama, has received Federal Financial Assistance from USDOT, and as a condition of receiving this assistance, the City of Huntsville, Alabama, has signed an assurance that it will comply with 49 CFR, Part 26, as amended.

The DBE Policy Objectives and Statements have been revised to reflect that Scott Freeman has been delegated the new DBE Liaison Officer (DBELO). In that capacity, Scott Freeman is responsible for implementing all aspects of the DBE program. All other components of the City's DBE Program remain the same and in place.



J. Thomas Brown, Jr.
Director, Department of Parking & Public Transit

The Star of Alabama

ATTACHMENT B

