



City of Homestead

2018-2020

We Move People, Create Opportunity, and Strengthen Our Community

Our Mission:

To collaboratively plan, prioritize, and fund the delivery of diverse transportation options.

Our Vision:

Our work will have a measurable and positive impact by ensuring that transit and transportation projects are well selected, funded, and delivered.

City of Homestead Policy Statement

Objectives/Policy Statement (§26.1, §26.23)

The City of Homestead (Homestead) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the Federal Transit Administration (FTA), 49 CFR, Part 26 and the U.S. Department of Transportation (DOT). Homestead has received federal financial assistance from the Federal Highway Administration (FHWA) and transferred to the Federal Transit Administration (FTA), and, as a condition of receiving this assistance, the City has signed an assurance that it will comply with 49 CFR part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. This requirement most recently was reinstated by Congress in the Fixing America's Surface Transportation Act (FAST Act), (P.L. 114-94).

It is the policy of Homestead to ensure that DBEs as defined in Part 26 have an equal opportunity to receive and participate in FTA-assisted contracts. It is also our policy:

1. To ensure nondiscrimination in the award and administration of FTA-assisted contracts;
2. To create a level playing field on which DBEs and small businesses can compete fairly for FTA-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR, Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs and small businesses in FTA assisted contracts;
6. To promote the use of DBEs in all types of federally-assisted contracts and procurement activities conducted by Homestead;
7. To assist the development of firms that can compete successfully in the marketplace outside the DBE Program; and

8. To provide appropriate flexibility to recipients of federal financial assistance in establishing and providing opportunities for DBEs.

DBELO Designation: Cate McCaffrey, Homestead’s Assistant City Manager, has been delegated as the DBE Liaison Officer (DBELO). In that capacity, the DBELO is responsible for implementing all aspects of the DBE program. Other Homestead staff and consultants will assist the DBELO, as needed, with DBE requirements and compliance. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by Homestead in its financial assistance agreements with FTA.

Notice and Publication: Homestead has disseminated this policy statement to the City of Homestead City Council and all components of our organization. Homestead has published and distributed notice of this document and the DBE goal in general circulation publications and on the Homestead website at www.cityofhomestead.com/dbe.

George Gretsas
City Manager

Date

Subpart A—General Requirements

Objectives (§26.1)

The eight objectives of Homestead’s DBE Program are found in the policy statement at the beginning of this document.

Applicability (§26.3)

The City is a the recipient of DOT funds authorized by Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and all extensions, and potentially Moving Ahead for Progress in the 21st Century Act (MAP-21) and all extension, and Fixing America’s Surface Transportation (FAST) Act and all extension.

Definitions of Terms (§26.5)

Homestead will adopt the definitions contained in 49 CFR, §26.5 for this program.

Nondiscrimination Requirements (§26.7)

Homestead will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR, Part 26 on the basis of race, color, sex, or national origin. In administering its DBE program, Homestead will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Reporting to DOT: 26.11(b)

The City will report DBE participation to DOT/FTA on a biannual basis using the Uniform Report of DBE Awards or Commitments and Payments Form in TrAMS.

Bidders List (§26.11(c))

Homestead will maintain a bidders list consisting of information about all DBE and non-DBE firms that bid or quote on its contracting opportunities that involve FTA funds. The bidders list will include the name, address, and DBE/non-DBE status.

Homestead will collect this information by requiring prime bidders to report the names, addresses, and possibly other information of DBE subcontractors to Homestead prior to the time of bid opening or finalization of a contract agreement.

Record Keeping (§26.11(d))

Homestead will require prime contractors to maintain records and documents of payments to DBEs for three (3) years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of Homestead or FTA. This reporting requirement also extends to any certified DBE subcontractor.

Homestead will perform interim audits of contract payments to DBEs as needed. The audit will review payments to DBE sub-contractors to ensure that the actual amount paid to DBE sub-contractors equals or exceeds the dollar amounts stated in the schedule of DBE participation

Homestead will keep a running tally of actual payments to DBE firms for work committed to them at the time of the contract award. Homestead will perform interim reviews of contract payments to DBEs and will monitor payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

Reporting (§26.11(e))

FDOT will report to the DOT's Office of Civil Rights, by January 1, of each year, the percentage and location in the state of certified DBE firms in the UCP Directory controlled by the following:

1. Women;
2. Socially and economically disadvantaged individuals (other than women); and,
3. Individuals who are women and are otherwise socially and economically disadvantaged individuals.

Subpart B—Administrative Requirements DBE Program Updates (§26.21)

Homestead will continue to carry out this program until all funds from FTA financial assistance have been expended. Homestead will provide to FTA any updates representing significant changes in the program.

DBE Liaison Officer (§26.25)

Homestead has designated the following individual as the DBELO: Cate McCaffrey, Homestead's Assistant City Manager, City of Homestead, 100 Civic Court, Homestead, FL 33030, 305-224-4400.

The DBELO is responsible for developing, implementing, and monitoring the DBE program in coordination with other appropriate officials. To assist in the administration of the program, the DBELO has access to Homestead staff and consultants and may designate duties and responsibilities as needed to staff and consultants.

The duties and responsibilities of the DBELO and/or their designee include the following:

1. Gathers and reports statistical data and other information as required by FTA;
2. Reviews third-party contracts and purchase requisitions for compliance with this program;
3. Set overall annual goals;
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner;
5. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals attainment, as appropriate) and identifies ways to improve progress;
6. Analyzes Homestead's progress toward attainment and identifies ways to improve progress;
7. Participates in pre-bid meetings;
8. Advises the Homestead City Council on DBE matters and achievement as needed;

9. Provides DBEs with information and assistance in preparing bids and obtaining bonding and insurance;
10. Plans and participates in DBE training seminars;
11. Acts as a liaison to the State of Florida UCP, as necessary; and,
12. Provides outreach to DBEs and community organizations to advise them of opportunities.

Directory (§26.31)

Homestead uses the FDOT DBE directory, which is available on-line at the following website: <http://www.dot.state.fl.us/equalopportunityoffice/eoc.shtm>.

FDOT's website provides a list of UCP agencies that provide certification services and non-certification services in Florida.

Business Development Programs (§26.35)

Homestead fosters mentoring/business development for DBEs and small businesses through annual attendance at community events and/or City of Homestead events performing outreach to DBEs and small businesses. Homestead partners with local non-profit, Homestead Station QALICB for mentoring and business development for DBEs and small businesses.

Subpart C—Goals, Good Faith Efforts, and Counting Quotas (§26.43)

Homestead does not use quotas in any way in the administration of this DBE program.

Overall Goal (§26.45)

In accordance with §26.45, Homestead will submit its triennial overall DBE goal to FTA as needed. Homestead will also request use of project-specific DBE goals as appropriate and/or will establish project-specific DBE goals as directed by FTA. Project- or contract-specific goals are adapted to the circumstances of each contract (e.g., type and location of work, availability of DBEs to perform the particular type of work).

The process used by Homestead to establish overall DBE goals conforms with §26.45 of 49 CFR and is based on the demonstrable evidence of DBE firms ready, able, and willing to participate/perform contracting opportunities derived from Homestead's FTA-assisted projects/contracts.

The goal reflects the level of DBE participation anticipated, absent the effects of discrimination. Through this process, Homestead has established an overall goal of 2 percent (2%) for DBE participation in FTA-assisted contracts from 2018 through 2020. The specifics for establishment of its goal are included in Attachment 1.

Homestead will publish notice on its website of the overall goal and in a paper of general circulation. Homestead will also conduct the required direct outreach activities to inform the public of the proposed overall goal and its rationale. Flyers and other communication sources will be used to communicate the proposed goal to the public and seek input. The proposed goal will also be available for inspection during normal business hours at Homestead City Hall for thirty (30) days following the date the goal is made available on Homestead website. The notice will inform the public that Homestead will accept comments on the goal for thirty (30) days from the date of the notice and the opportunity scheduled for direct consultation, as required by 49 CFR Part 26. The notice will include addresses to which comments may be sent and addresses (including offices and websites) where the proposal may be reviewed. Documentation of the specific

outreach efforts planned for the FY 2018–2020 overall DBE goal setting process are included in Attachment 2.

Homestead submission to FTA will include the goal, including the breakout of estimated race-neutral and race-conscious participation, as appropriate; and, a copy of the methodology used to develop the goal. Following the thirty (30) days of public notice, Homestead will also submit a summary of information and comments received during the public participation process and Homestead's responses, and proof of publication of the goal in any media outlets.

Homestead will begin using the overall goal on October 1st of each year, unless it has received other instructions from FTA. If Homestead establishes a goal on a project basis, it will begin using its goal by the time the first solicitation for an FTA-assisted contract for a project is advertised.

Goal Setting and Accountability (§26.47)

If the awards and commitments shown on Homestead's Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall goal applicable to that fiscal year, Homestead will:

1. Analyze in detail the reason for the difference between the overall goal and the actual awards/commitments.
2. Establish specific steps and milestones to correct the problems identified in the analysis and to enable Homestead to meet fully its goal for the new fiscal year.
3. Submit the plan to FTA within ninety (90) days of the end of the affected fiscal year, if requested by FTA.

Transit Vehicle Manufacturers Goals (§26.49)

Homestead will require each transit vehicle manufacturer to certify that it has complied with the requirements of this section as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements. Alternatively, Homestead may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the transit vehicle manufacturers (TVM) complying with this element of the program.

Race-Neutral and Race-Conscious Participation (§26.51(a-c))

The breakout of estimated race-neutral and race-conscious participation can be found in Attachment 1 of this program. This section of the program will be updated every three years when the goal calculation is updated. Homestead will use contract goals to meet any portion of the overall goal Homestead does not project being able to meet using race-neutral means.

Contract Goal (§26.51(d-e))

Homestead will use contract goals to meet any portion of the overall goal Homestead does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use of race-neutral means.

Homestead will establish contract goals only on those FTA-assisted contracts that have subcontracting possibilities. Homestead need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work.)

Homestead will express the contract goals as a percentage of the total amount of an FTA-assisted contract.

Good Faith Efforts Procedures (§26.53)

Award of Contracts with a DBE (§26.53(a)) In those instances where a contract-specific DBE goal is included in procurement or solicitation, Homestead will not award the contract to a bidder who does not either (1) meet the contract goal with verified, countable DBE participation, or (2) documents that it has made adequate good faith efforts to meet the DBE contract goal, even though it was unable to do so. It is the obligation of the bidder to demonstrate that it has made sufficient good faith efforts prior to submission of its bid.

Information to be Submitted (§26.53(b))

Homestead treats bidder compliance with good faith effort requirements as a matter of responsiveness.

Each solicitation for which a contract goal has been established will require each bidder to submit the following information:

1. Names and addresses of DBE firms that will participate in the contract;
2. Description of the work that each DBE will perform; to count toward meeting a goal, each DBE firm must be certificated in a NAICS code application to the kind of work the firm would perform on the contract.
3. Dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractors commitment; and,
6. Evidence of good faith efforts if the contract goal is not met (see Appendix A of Part 26). The documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract.

Demonstration of Good Faith Efforts (§26.53(c))

The obligation of the bidder is to make good faith efforts. The bidder can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to Part 26.

The DBELO and the project manager are responsible for determining whether a bidder who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsive.

The DBELO will ensure that all information is complete and accurate and adequately documents the bidder/offer's good faith efforts before Homestead commits to the performance of the contract by the bidder.

Counting DBE Participation (§26.55)

Homestead will count DBE participation toward overall and contract goals as provided in 49 CFR, Part 26.55.

Subparts D and E—Certification Standards and Procedures Unified Certification Programs (§26.81)

It is the policy of Homestead to accept DBE certifications from agencies that have reviewed and certified the DBE firms in accordance with 49 CFR, Part 26. Homestead is not a certifying agency and will use the UCP or information provided by the Florida Department of Transportation (FDOT). For more information, firms should contact FDOT's Equal Opportunity Office (<http://www.dot.state.fl.us>).

Re-Certification (§26.83)

The re-certifications of firms as DBEs will be based on UCP standards and will be conducted by the certifying agency listed above.

De-Certification (§26.87)

The de-certification of firms as DBE's will be based on UCP standards and will be conducted by the certifying agency listed above.

Certification Appeals (§26.89)

Any firm or complainant may appeal the decision in a certification matter to the certifying agency listed above.

Procedures for Certification Decisions (§26.91)

Homestead distributes information about FDOT's website, which provides a list of UCP agencies that provide certification services and non-certification services in Florida.

[http://www.dot.state.fl.us/equalopportunityoffice/DBECertification/UCP%20CERTIFYING %20ADDRESSES%200516.pdf](http://www.dot.state.fl.us/equalopportunityoffice/DBECertification/UCP%20CERTIFYING%20ADDRESSES%200516.pdf).

Any firm or complainant may appeal the FDOT's decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation Office of Civil Rights Certification Appeals
Branch 1200 New Jersey Ave. SE West Building, 7th Floor Washington, DC 20590

Homestead will coordinate with FDOT to promptly implement any DOT certification appeal decisions affecting the eligibility of DBEs for its DOT-assisted contracting (e.g., certify a firm if DOT has determined that our denial of its application was erroneous).

SUBPART F—Compliance and Enforcement Confidentiality (§26.109)

Homestead will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with federal, state, and local law.

Consequences of Non-Compliance

In the event of a contractor's failure or refusal to comply with the terms of this program, as set forth in such contractor's contract with Homestead, Homestead may issue an order to:

1. Withhold payments to the contractor under the contract until the contractor complies; and/or,
2. Cancel, terminate or suspend the contract, in whole or in part.

ATTACHMENTS

Attachment 1 - 2018-2020 FTA Overall DBE Goal Calculation (\$26.45)

Attachment 2 - Public Outreach Activities for Goal Setting

Attachment 3 – Certification Application Forms

Attachment 4 – Procedures for Removal of DBE's Eligibility

Attachment 5 – Regulations: 49 CFR Part 26

Attachment 1—2018-2020 FTA Overall DBE Goal Calculation (\$26.45)

DBE Goal Setting Process

Homestead's overall DBE goal for FY 2018 thru FY 2020 is twelve percent (12%). The DBE goal will be reviewed annually and updated every three (3) years in accordance with FTA regulations.

The methodology used to establish the overall goal, including determining the relative availability of DBEs in the normal market area for procurement of goods and services for Homestead, consists of a multi-step process.

A. Identifying the Geographic Scope of the Market Area

1. Before the calculation of the base goal can be made, the reasonable market area for procuring goods and services must be identified to establish geographic parameters for statistical analysis. The parameters are FDOT District 6 (Miami-Dade and Monroe counties).
2. The budget for proposed projects or any other relevant documents is examined by Homestead to ascertain the type and scope of projects involving FTA funds proposed for the upcoming three fiscal years.
3. The list of projects is analyzed to determine the types of firms/services by North American Industry Classification System (NAICS) codes with which Homestead would likely engage to execute FTA-assisted projects.
4. Using Census definitions, a list of relevant NAICS codes is compiled based on the firm types identified in Step A.3.

B. Determining the Relative Availability of DBEs in the Market Area

1. Once the geographic scope of the market area is determined, the availability of DBEs in the market area can be ascertained. The primary source for this determination will be the State of Florida UCP directory.
2. From the UCP resource directory, the relative availability of all DBEs within the market area is identified and placed in a summary table format.
3. This list is further narrowed down through the identification of only firms that performed work relevant to Homestead's federally-funded operating expenses

and capital improvements plan for FTA-assisted projects (i.e., the same NAICS codes identified in step A.3).

4. The DBE firms identified in Step B.2 are tallied.

C. Determining Relevant Market Conditions

1. Using the NAICS numbers identified in Step A, recent Census data for the service area are examined to determine the total number of firms that perform the type of work relevant to Homestead's estimated FTA-assisted contracts.

D. Determining the "Base" DBE Goal

1. The number of (all) firms in the relevant NAICS categories from Step C serve as the denominator.

2. The number of DBE firms determined in Step B serve as the numerator.

3. The percent derived from items 1 and 2 is multiplied by the percent of future FTA funded projects from Step A.2 for each contracting category. The total of this step provides the base goal.

E. Determining Adjustments for the "Overall" DBE Goal

After the base DBE goal has been developed in Steps A–D, additional information and data relevant to Homestead's contracting experiences will be considered to determine what adjustment, if any, is needed to the base goal to derive at a final overall goal.

Homestead will continually assess the availability of research documents and demographic studies that may provide additional data on the extent to which DBE firms are "ready, willing, and able" to engage in contracting opportunities and successfully performing on contracts as determined by subcontract and prime contract awards.

Once Homestead arrives at a DBE goal, it will publish the DBE goal information in a paper of general circulation, and also will post it on Homestead's webpage.

Details concerning the methodology used to obtain this goal will be available for review at Homestead offices or website for thirty (30) days following the publication of the notice. Written comments via the U. S. Postal Service addressed and email comments will be accepted for thirty (30) days from the publication of

the notice. Comments may also be directed to FTA Region IV, 230 Peachtree St NW, Suite 800, Atlanta, GA 30303.

FY 2018–2020 DBE Goal Calculation

Homestead, in compliance with 49 CFR, Part 26.45, Subpart C, has estimated a goal of twelve percent (12%) for federal FYs 2018–2020 for DBE participation. The goal was developed using the methodology previously described in this attachment. The specific calculations supporting the FY 2018-2020 goal are provided below.

Calculation of Base Goal

Homestead’s future anticipated FTA-assisted contracting opportunities through FY 2020 were identified, and 2016 NAICS codes for the identified contracting opportunities were identified.

The City considered all the possible FTA assisted contracting opportunities for award in FY 2017 through 2019 and compiled the North American Industry Classification System (NAICS) codes for the work included in the contracting opportunities. The City established a market area of the Florida Department of Transportation (FDOT) District 6 to determine the total number of DBE ready, willing, and able businesses and all ready, willing, and able businesses available to perform work in the same NAICS codes. In the new Florida Unified Certification Program (UCP), DBE Directories are searched by NAICS codes by FDOT work districts. The 2014 US Census County Business Patterns for Miami-Dade and Monroe Counties (FDOT District 6 Counties) were used to determine the total ready, willing, and able firms.

Table 1 identifies the categories of FTA-assisted contracting opportunities and associated NAICS codes.

Table 1: NAICS Codes for Future FTA-Assisted Contracting Opportunities

Contracting Category	NAICS Codes
Bus Stations/Stops/Terminals	1. Engineering/Design – Bus Route Sign.: 541850

	2. Engineering/Design – Bus Passenger Shelters: 236220 3. Construction – Bus Route Sign Erection: 237310 4. Construction – Bus Passenger Shelters: a. Concrete Paving: 237310 b. Fabrication and Installation: 236220
Operations	Bus Services (Capital Cost of 3 rd Party Contracting): 485113

Table 2 presents the total amount and percent distribution of FTA-assisted contracting opportunities for each category.

Table 2: Future FTA-Assisted Contracting Opportunities (FY 2018–2020)

Contracting Category	Total Contracting Opportunity (\$ Amount)	Total Contracting Opportunity (% Distribution)
Bus Stations/Stops/Terminals: 1. Engineering/Design – Bus Route Sign.: 541850	\$60,000.00	0.79%
Bus Stations/Stops/Terminals: 2. Engineering/Design – Bus Passenger Shelters: 236220 (\$125,000.00) And Bus Stations/Stops/Terminals: 4. Construction – Bus Passenger Shelters: b. Fabrication and Installation: 236220 (\$3,200,000.00)	\$3,325,000	43.74%
Bus Stations/Stops/Terminals: 3. Construction – Bus Route Sign Erection: 237310 (\$500,000.00) And Bus Stations/Stops/Terminals: 4. Construction – Bus Passenger	\$900,000.00	11.84%

Shelters: a. Concrete Paving: 237310 (\$400,000.00)		
Bus Services (Capital Cost of 3 rd Party Contracting): 485113	\$3,316,052.00	43.63%

Table 3 presents the percent of DBEs available and willing to perform the work identified by Homestead for FTA-assisted contracts between now and FY 2020. The number of DBEs used to calculate the figures in this table are from the FDOT UCP DBE Directory for DBEs available to work in and located in the geographic area identified (FDOT District 6) under the identified NAICS codes from Table 1. The total number of available firms for each NAICS category used to calculate the percent of available DBE are from the U.S. Census County Business Patterns (CPB) for Miami-Dade County and Monroe County, Florida. Based on available data, there are 0% available DBEs in the market area under the NAICS code for sign manufacturing, indicating a potential market for DBE firm growth.

Table 3: Availability of DBEs to Perform Identified Work

Contracting Category	% of Available and Willing DBEs
Bus Stations/Stops/Terminals: 1. Engineering/Design – Bus Route Sign.: 541850	9.09%
Bus Stations/Stops/Terminals: 2. Engineering/Design – Bus Passenger Shelters: 236220 And Bus Stations/Stops/Terminals: 4. Construction – Bus Passenger Shelters: b. Fabrication and Installation: 236220	12.77%
Bus Stations/Stops/Terminals: 3. Construction – Bus Route Sign Erection: 237310 And Bus Stations/Stops/Terminals: 4. Construction – Bus Passenger Shelters: a. Concrete Paving: 237310	54.72%

Bus Services (Capital Cost of 3 rd Party Contracting): 485113	0%
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The calculation of the base goal is presented in Table 4. The percent of contracting opportunity multiplied by the percent of available and willing DBEs for each contracting category is used to calculate the weighted result, the sum of which is the base goal of 12.1%

Table 4: Calculation of Base Goal

Contracting Category	Total Contracting Opportunity (% Distribution)	% of Available and Willing DBEs	Result
Bus Stations/Stops/Terminals: 1. Engineering/Design – Bus Route Sign.: 541850	0.79%	9.09%	
Bus Stations/Stops/Terminals: 2. Engineering/Design – Bus Passenger Shelters: 236220 And Bus Stations/Stops/Terminals: 4. Construction – Bus Passenger Shelters: b. Fabrication and Installation: 236220	43.74%	12.77%	
Bus Stations/Stops/Terminals: 3. Construction – Bus Route Sign Erection: 237310 And	11.84%	54.72%	

Bus Stations/Stops/Terminals: 4. Construction – Bus Passenger Shelters: a. Concrete Paving: 237310			
Bus Services (Capital Cost of 3 rd Party Contracting): 485113	43.63%	0%	
			12.1%

This is the first time Homestead has ever had an officially adopted DOT/FTA DBE Program, so there are no statistics on past DBE participation. As a result, the City will use the base figure of 12% as the overall goal.

Homestead’s overall FTA DBE goal for FYs 2018-2020 is twelve percent (12.1% rounded to 12%). The next update of Homestead’s DBE goal will be due to FTA by August 1, 2020.

Attachment 2 — Public Outreach Activities for Goal Setting

DBE Goal Setting

Public Outreach/Consultation Requirements §26.45(g) of Title 49, CFR Part 26 requires specific consultation activities as part of the overall DBE goal setting process as follows:

(g)(1) In establishing an overall goal, you must provide for consultation and publication. This includes:

(i) Consultation with minority, women's and general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and your efforts to establish a level playing field for the participation of DBEs. The consultation must include a scheduled, direct, interactive exchange (e.g., a face-to-face meeting, video conference, teleconference) with as many interested stakeholders as possible focused on obtaining information relevant to the goal setting process, and it must occur before you are required to submit your methodology to the operating administration for review pursuant to paragraph (f) of this section. You must document in your goal submission the consultation process you engaged in. Notwithstanding paragraph (f)(4) of this section, you may not implement your proposed goal until you have complied with this requirement.

(ii) A published notice announcing your proposed overall goal before submission to the operating administration on August 1st. The notice must be posted on your official Internet Web site and may be posted in any other sources (e.g., minority focused media, trade association publications). If the proposed goal changes following review by the operating administration, the revised goal must be posted on your official Internet Web site.

(2) At your discretion, you may inform the public that the proposed overall goal and its rationale are available for inspection during normal business hours at your principal office and for a 30day comment period. Notice of the comment period must include addresses to which comments may be sent. The public comment period will not extend the August 1st deadline set in paragraph (f) of this section.

Homestead 2017 DBE Goal Setting Public Outreach/Consultation Activities As part of Homestead's 2017 DBE goal setting process, a number of outreach activities were completed to meet and exceed the requirements of §26.45(g) of Title 49, CFR Part 26. These activities are described in the remainder of this attachment.

Public Comment Period

The required 30-day public comment period was established as September 15-October 16, 2018.

Advertisements and Email Communications

Notice of the proposed 2018 DBE goal was posted to Homestead's website on September 10, 2018. Newspaper advertisements were also posted on or before September 14, 2018.

Direct Consultation Activity (Webinar)

The required direct consultation activity completed for Homestead's 2018 overall FTA goal setting process will be a webinar presentation presented annually. This presentation will provide an overview of Homestead, an overview of the DBE goal requirements, and will explain the 2018 DBE goal setting process and results. A copy of the presentation will be available on the Homestead webpage.

Attachment 3 – Certification Application Forms

The Florida Department of Transportation's Equal Opportunity Office website potential certified DBE Firms, <http://www.fdot.gov/equalopportunity/dbecertification.shtm>, with applications and instructions

Attachment 4 – Procedures for Removal of DBE's Eligibility

The Equal Opportunity Office maintains all documentation for the DBE program within the State of Florida on their website, <http://www.fdot.gov/equalopportunity/dbecertification.shtm>, and has contact information for individuals to contact for any missing information.

Attachment 5 – Regulations: 49 CFR part 26

A copy of 49 CFR part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs, can be viewed at <http://www.gpo.gov/fdsys/pkg/CFR2010-title49-vol1/pdf/CFR-2010-title49-vol1-part26.pdf> or requested from the DBELO.

Attachment 6 – Public Notice

PUBLIC NOTICE

The City of Homestead

Disadvantage Business Enterprise (DBE) Goals

Fiscal Years 2018 - 2020

The City of Homestead (City) has set its Disadvantage Business Enterprise (“DBE”) goal for federally funded contracts for fiscal years 2018 - 2020.

A copy of the goal calculation is available for view on the City website at www.cityofhomestead.com/dbe and at the offices of the City during normal business hours.

The City will accept comments on its overall annual DBE goal, which is proposed at **12.0%** through race-neutral means. Public comment will be accepted for a 30-day period commencing 9/15/18-10/16/18. Public comments can be addressed to:

City of Homestead
DBE Liaison Officer
100 Civic Court
Homestead, Florida 33030

AVISO PÚBLICO

La Ciudad de Homestead

Meta del Programa de Empresas Comerciales en Desventaja (DBE)

Años Fiscales 2017 - 2019

La Ciudad de Homestead (Ciudad) ha fijado su meta referente al programa de Empresas Comerciales en Desventaja (DBE, por sus siglas en inglés) para contratos financiados por el gobierno para los años fiscales 2017-2019.

Para leer los cálculos referentes a la meta fijada, visite la página web de la Ciudad, www.cityofhomestead.com/dbe o visite la oficina de la Ciudad durante horas de oficina.

La Ciudad aceptará comentarios sobre la meta anual DBE, actualmente propuesta en **12.0%**— neutral en términos raciales— por 30 días a partir del 9/15/18 hasta el 10/16/18. Por favor dirigir sus comentarios a:

La Ciudad de Homestead
DBE Liaison Officer
100 Civic Court
Homestead, Florida 33030